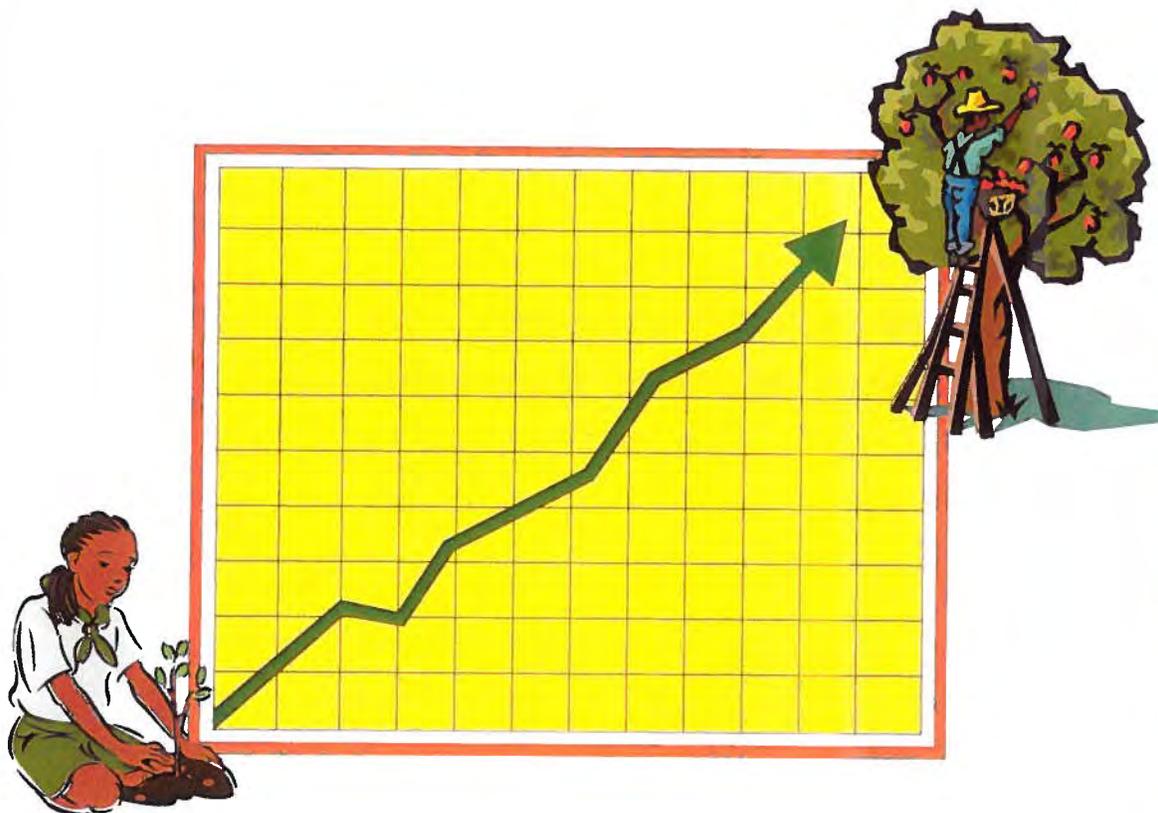


USAID

United States Agency for International Development



USAID/Nigeria Performance Monitoring Plans FY 1999 to FY 2003



January 2002

USAID/Nigeria Performance Monitoring Plans (PMP) FY 1999 to FY 2003

PMP Development Overview

The USAID Mission in Nigeria has grown significantly over the past several years as part of a four-year transition strategy to help Nigeria consolidate its democratic gains. Starting in 1999, USAID/Nigeria has developed from a small, \$7 million program focusing exclusively on HIV/AIDS and women's empowerment into the largest Development Assistance program in sub-Saharan Africa, with nearly \$100 million yearly through the first two-years of the transition strategy (and the same projected for the remainder). USAID/Nigeria funding activities have been expanded to include projects in democratic consolidation, economic growth and agriculture, education, health (family planning, maternal and child health, and HIV/AIDS prevention), and infrastructure rehabilitation and energy.

In order to assess the progress and measure the impact of the USAID program in Nigeria, and to conform to USAID guidelines, the five Strategic Objective (SO) and Special Objective (SPO) teams have developed performance monitoring plans for each of their sectors that include results frameworks and performance indicators. This process culminated in a series of meetings organized by the Office of Program and Project Development and chaired by the Mission Director.

During the last quarter of CY 2001, the USAID/Nigeria Mission as a whole focused on preparing the PMPs for each team as part of the Annual Portfolio Review process. The Mission-wide process began with initial consultations between the teams and the Program Office in which the status of the PMP development was assessed, followed by regular reviews as needed to monitor the progress of the ongoing work. In early November, each team presented a draft PMP to the Mission, at which time the Director's office, the Program Office and other team members provided comments and suggestions for revisions. A second and final PMP presentation was made by each team as part of the Annual Portfolio Review, which began in December.

It is worthwhile noting that the recent review of the USAID/Nigeria HIV/AIDS program by the Office of the Inspector General as part of a global HIV/AIDS audit proved useful to the development of the Mission's PMPs. In particular, the procedures followed by the investigators during their examination and their comments at the end of the audit provided valuable information for the preparation of the Indicator Reference Sheets and Data Quality Assessments. More generally, the presence of the IG auditors highlighted the importance of developing a complete, comprehensive PMP for each of the sector teams and helped to focus the Mission on the process.

Over the past year, each of the teams committed significant time and resources to preparing a PMP for their respective programs. A brief description of the processes for each team follows.

SO1: Democracy and Governance. Development of the SO1 PMP was largely a revision of a draft PMP prepared in 2000, which emerged from extensive consultations with its ten Implementing Partners (IP). Additional consultations over the past year, along with input and guidance from Management Systems International (MSI) consultants, contributed to the revisions. The PMP was also modified to reflect changes to the D/G program, including the addition of new programs, modifications to existing activities, and the assumption of selected projects managed by the Office of Transition Initiatives upon the completion of the OTI program in Nigeria. MSI consultants drafted the final Indicator Reference Sheets.

Data Quality Assessments: Each of the results indicators in the PMP have been reviewed by the team in collaboration with MSI, with SO1 staff and MSI consultants conducting site-visits and examining issues related to data quality per the Data Quality Assessment Checklist.

SO2: Economic Growth and Agriculture. Preparation of the PMP initially began in mid-2001 with a series of team meetings dedicated to developing a results framework. These sessions were lead by a consultant from PriceWaterhouseCoopers, and resulted in the preparation of a draft results framework. Working in collaboration with the Program Office, the SO2 team refined this framework to reflect the current focus of

their program and developed the corresponding results indicators. The SO2 team drafted the final Indicator Reference Sheets.

Data Quality Assessments: The SO2 team is currently identifying a consultant who will both review the current PMP (the indicator reference sheets in particular) and conduct the prerequisite data quality assessments. Completion of the data quality review is anticipated by mid-year CY 2002.

SO3: Education. The majority of the SO3 program began implementation in the last quarter of 2001, with the Literacy Enhancement Project (LEAP) team arriving in Nigeria in mid-November (the LEAP consortium is the principle IP for the SO3 program). As a result, much of the activity that the team's PMP will measure has yet to start. Nonetheless, working collaboratively with the LEAP staff, and with input from Opportunities Industrialization Centers International (the partner implementing the youth skills program), the SO3 team has developed a PMP. The LEAP consortium drafted the Indicator Reference Sheets, which will be reviewed by the Measure/Evaluation Project as part of the data quality assessment.

Data Quality Assessments: The Measure/Evaluation Project has been contracted to review the current PMP and to conduct the necessary data quality assessments. This process will begin in mid-February 2002.

SO4: Health. Although SO4 has had an approved PMP from 1998, the Health Team developed a new PMP in response to the program's expansion over the past several years (from \$5 million to nearly \$40 million). The development of the new SO4 PMP started in the first quarter of CY 2001, and continued over the remaining nine months of last year in a highly collaborative, iterative process with the nine health IPs. Technical assistance throughout the period was provided by demographers from the Measure/Evaluation Project. The SO4 team drafted the final Indicator Reference Sheets with substantial comments and suggested revisions from the Measure/Evaluation Project.

Indicator Reference Sheets for two indicators in the framework are still being completed (i.e., number of staff trained in IR 4.4 and number of HIV/AIDS policies, plans and guidelines adopted in IR 4.5). These will be submitted when finalized.

It should be noted that USAID/Nigeria proposed modifications to two Global Indicators in the SO4 PMP so as to better reflect the performance of the program given the specific conditions in Nigeria.

Data Quality Assessments: The Measure/Evaluation Project has been contracted to perform data quality assessments for the PMP indicators starting in mid-February of 2002.

SPO: Infrastructure and Energy. Development of the SPO PMP started in mid-2001 with a series of team meetings (led by a PriceWaterhouseCoopers consultant) focused on drafting a results framework. Working in collaboration with the Program Office, the SPO team refined this framework and developed the corresponding results indicators. The SPO team drafted the final Indicator Reference Sheets in consultation with the two principle implementing-partners (the U.S. Department of Energy and the U.S. Department of Transportation) and with assistance from the SO2 team.

Data Quality Assessments: The SPO team is currently identifying a consultant who will both review the current PMP (the indicator reference sheets in particular) and conduct the prerequisite data quality assessments. Completion of the data quality review is anticipated by mid-year CY 2002.

In summary, the PMP development exercise that USAID/Nigeria pursued necessitated the commitment of considerable time and resources from the SO and SPO teams as well the Mission as a whole. As a result of this work, the Mission has produced a comprehensive plan for measuring and evaluating the full range of its programs to accurately assess both the progress and impact of USAID/Nigeria's development activities. Recognizing that development programs are a fluid process insofar as the nature of the activity must be able to change as conditions change, and that PMPs are 'living documents' in that they must also adapt with changes to assistance programs and the Mission's experience, the sector teams and the Mission are committed to the ongoing evaluation of the PMPs to ensure that they provide the best measure of USAID/Nigeria's program.

Strategic Objective No. 1:

TRANSITION TO DEMOCRATIC CIVILIAN GOVERNANCE SUSTAINED

- Level of Public Patience with Results of Democracy
- Level of Public Satisfaction with Targeted Institutions
- Voter Turnout Rate in Federal Elections

IR 1.1: Government Institutions Demonstrate Increased Transparency and Responsiveness

- Number of Key Bills Passed by Legislatures (National and Targeted State Assemblies) with USAID Input
- Average Number of Cases Disposed over the Course of One Year in Targeted Courts
- Percentage of the Judiciary's Requested Budget That Is Approved by the National Assembly
- [Executive Branch indicator TBD]

IR 1.2: Foundation Established for A Fair and Competitive Electoral System

- Election Management Capacity-Building Scorecard
- Percent of Eligible Citizens Registered to Vote
- Proportion of Parties Receiving Assistance that Prepare Registration Documentation in Keeping with Legal Requirements

IR 1.3: Increased Participation by Civil Society in Conflict Management, Public Deliberations and Oversight of Government

- CSO Advocacy Outcomes Summary
- Percent of USAID-Supported Conflict Management Networks and Forums That Result in Proactive Management of Peace Processes
- Number of CSOs That Report Meeting at Least 80% of Selected Technical/Organizational Capacity Improvements
- Number of Conflict Management Networks and Forums Established

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result: (N/A)

Indicator: Level of public patience with results of democracy

DESCRIPTION

Precise Definition(s): Percent of Nigerians who believe that the present democratic system of government should, in time, be able to deal with inherited problems. Interviewees in the Afrobarometer survey are asked the extent to which they agree with each of the following statements:

- A. "Our present system of elected government should be given more time to deal with inherited problems," and
- B. "If our present system cannot produce results soon, we should try another form of government."

Unit of Measure: Percent of respondents to this survey question who indicate agreement with statement "A".

Disaggregated by: Respondent gender and region of residence.

Justification/Management Utility: Sufficient public confidence in democracy is a prerequisite for sustaining the transition by forestalling an "opening for derailment" by the military. All of USAID's DG interventions collectively aim to strengthen democratic institutions and processes, with the expectation that such improvements will promote broad public confidence in the transition to sustained democracy. This indicator is therefore used to track progress against the SO. In addition, it informs USAID regarding trends in the critical assumption that progress in the overall the democratic transition relies upon public confidence in democratic civilian governance.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: A statistically representative survey of adult Nigerians covering all six informal geopolitical regions of the country, including 29 of the 36 states, with the number of interviews in each region being proportional to the region's population size. The 2000 survey was conducted in April 2000 and featured 3,603 respondents; the 2001 version was conducted in August-September of 2001 and included data from 2,190 individuals.

Method of Acquisition by USAID: Contractor survey (Afrobarometer), implemented by Management Systems International (MSI).

Data Source(s): MSI. In the Afrobarometer questionnaire, this question may be found in item number 46 (for the 2000 survey) and 34 (the 2001 survey).

Frequency/Timing of Data Acquisition: Approximately on an annual basis. In August 2002, data for this indicator will be obtained through the Nigerbus survey, a widely known survey in Nigeria with technical characteristics similar to those of the Afrobarometer and administered by the same Nigerian research firm that implements the Afrobarometer surveys.

Estimated Cost of Data Acquisition: High

Responsible Individual(s) at USAID: Elizabeth Hart

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: The initial round of Nigeria Afrobarometer data collection, supported by extensive data quality controls and checks, took place in March 2000. Similar quality controls were in effect for the 2001 survey.

Known Data Limitations and Significance (if any): Limitations are those common to large probability surveys on public attitudes. These include the relatively narrow substantive coverage of complex issues allowed via interviews summarized in quantitative form, and the potential volatility of attitudinal data across time.

Actions Taken or Planned to Address Data Limitations: The DG Team gathers qualitative information, primarily through implementing partners' activity reports and its own observations, on trends in public attitudes. These actions provide an alternative set of information to provide context for the survey data. In addition, country knowledge held by the Team and its partners can assist USAID in interpreting volatility in the Afrobarometer survey.

Date of Future Data Quality Assessments: December 2001.

Procedures for Future Data Quality Assessments: MSI will conduct interviews and examine relevant documents to produce an analysis of institutional mechanisms for data quality assurance and an indicator-by-indicator review of data quality, utilizing tools available in USAID's Performance Management Toolkit.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Summary data analyzed in a report submitted by MSI. A report is supplied upon completion of each (approximately annual) administration of the survey.

Presentation of Data: Narrative report including a compendium of descriptive statistics in various tables and graphs. In addition, Afrobarometer data are actively disseminated through public forums and press conferences in Nigeria.

Review of Data: Annual review of data by DG SO team.

Reporting of Data: R4, Annual Performance Report, and CBJ.

OTHER NOTES

Notes on Baselines/Targets: From the FY 2000 baseline of 79.5%, a target range of 65-70% was set for FY 2001 (the DG Team determined that setting integer-level percentage point target would be calling for more precision than could reasonably be expected for an attitudinal survey after its first full administration). Data from the 2001 survey is 71%. By any standard, the 2000 result of 79.5% may be considered a very high "popularity" rating, but this is largely explained by public euphoria at the end of repressive and corrupt military governance. Over the next few years, the rating is expected to continue to decrease as the "honeymoon effect" wears off. At the same time, the DG team expects ratings to be sustained at levels high enough to support continued democratic transition. As the impact of USAID (and other donor) support takes effect, a slight increase is anticipated in 2003 as a result of improved performance of key government institutions.

Location of Data Storage: Hard copies and electronic files with the DG Team.

Other Notes: USAID manageable interest: Public perceptions of democracy in Nigeria are framed by many influencing factors, of which USAID assistance is just one. Given the broad ambition of the Strategic Objective statement, the indicators tracking its progress should include at least one that parallels the Objective's breadth. Other indicators in the SO 1 Results Framework, at the SO and IR levels, provide measurement of progress more directly linked to USAID interventions.

Wording of survey items: Minor adjustments were made to item wording for the 2001 survey, to enhance ease of respondent understanding of the question. These changes are expected to have no effect on comparability of data across years of survey administration.

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result: (N/A)

Indicator: Level of public confidence in targeted institutions.

DESCRIPTION

Precise Definition: Degree to which Nigerians trust some of the political and governmental institutions targeted by USAID assistance. Institutions covered include courts of law, political parties, the National Assembly, and the Independent National Electoral Commission (INEC).

Unit of Measure: Percent of survey respondents indicating either "I trust them a lot" or "I trust them somewhat."

Disaggregated by: Institution, and gender of respondent.

Justification/Management Utility: These data offer a closer look at the Nigerian public's confidence in the results of democracy, with focus on four major institutions. With its implementing partners, USAID works intensively with each of these institutions.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: A statistically representative survey of adult Nigerians covering all six informal geopolitical regions of the country, including 29 of the 36 states, with the number of interviews in each region being proportional to the region's population size. The 2000 survey was conducted in April 2000 and featured 3,603 respondents; the 2001 version was conducted in August-September of 2001 and included data from 2,190 individuals.

Method of Acquisition by USAID: Contracted survey (Afrobarometer) carried out by Management Systems International (MSI).

Data Source(s): Afrobarometer survey report and supplementary analyses. In the Afrobarometer questionnaire, this question may be found in item numbers 50 (for the 2000 survey) and 43 (the 2001 survey).

Frequency/Timing of Data Acquisition: Approximately on an annual basis. In August 2002, data for this indicator will be obtained through the Nigerbus survey, a widely known survey in Nigeria with technical characteristics similar to those of the Afrobarometer and administered by the same Nigerian research firm that implements the Afrobarometer surveys.

Estimated Cost of Data Acquisition: High

Responsible Individual(s) at USAID: Elizabeth Hart

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: The initial round of Nigeria Afrobarometer data collection, supported by extensive data quality controls and checks, took place in April 2000. Similar checks and controls were in effect for the 2001 survey.

Known Data Limitations and Significance (if any): Limitations are those common to large probability surveys on public attitudes. These include the relatively narrow substantive coverage of complex issues allowed via interviews summarized in quantitative form, and the possible volatility of attitudinal data across time.

Actions Taken or Planned to Address Data Limitations: The DG Team gathers qualitative information, primarily through implementing partners' activity reports and its own observation, on trends in public attitudes. These actions provide an alternative set of information to provide perspective to the survey data. In addition, country knowledge held by the Team and its partners can assist USAID in interpreting volatility in the Afrobarometer survey.

Date of Future Data Quality Assessments: December 2001.

Procedures for Future Data Quality Assessments: MSI will conduct a fresh assessment of data quality management for the Afrobarometer, in conjunction with the assessment it is conducting of all major data sources of program performance data for the DG Team.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Summary data analyzed and detailed in a report submitted by MSI. Data will be provided as: overall level of trust in each institution, and level of trust in each institution by gender of respondent.

Presentation of Data: Narrative report including a compendium of descriptive statistics in various tables and graphs. In addition, Afrobarometer data are actively disseminated through public forums and press conferences in Nigeria.

Review of Data: Annual review of data by DG SO team.

Reporting of Data: Annual Portfolio Review, and narrative sections of the Annual Performance Report and CBJ.

OTHER NOTES

Notes on Baselines/Targets: This is a new indicator for the SO 1 PMP. Baselines will be drawn from the 2000 Afrobarometer, and targets are to be identified in January-February 2002.

Location of Data Storage: Hard copies and electronic files with the DG Team.

Other Notes: Public perceptions of major institutions can be influenced by factors outside USAID's control, but USAID's active involvement with these institutions will allow tracking of the impact of USAID's interventions, combined with the actions of others, on public trust.

THIS SHEET LAST UPDATED ON: 12/12/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result: (N/A)

Indicator: Voter turnout rate in federal elections

DESCRIPTION

Precise Definition(s): The turnout rate is the number of valid votes cast as a percent of registered voters. A valid vote is defined as any ballot other than a blank or null ballot. A registered voter is any person registered on the official INEC voter rolls. This indicator measures effective participation in elections. It combines two aspects of voting behavior: turnout (exercising the right to vote) and correct voting (proper marking of the ballot). (This definition is tentative pending further discussion with IFES during December 2001.)

Unit of Measure: Percent of registered voters.

Disaggregated by: Gender and geopolitical zone.

Justification/Management Utility: USAID's election administration and civil society partners will be actively supporting free and democratic elections during FY 2002 and 2003, in preparation for Parliamentary elections in 2003.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Summary of INEC polling records conveyed to USAID by IFES.

Method of Acquisition by USAID: Data will be available from INEC. IFES may add further analysis.

Data Source(s): INEC

Frequency/Timing of Data Acquisition: Final official tallies within one month of election day (tentative timing). Note that data for this indicator will be included with SO 1 performance reporting only in periods that feature a federal election.

Estimated Cost of Data Acquisition: Low

Responsible Individual(s) at USAID: Victor Adetula

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 2002-2003, preliminary to next round of federal (e.g., NA-Presidential) elections.

Known Data Limitations and Significance (if any): Too early at this date to determine.

Actions Taken or Planned to Address Data Limitations: See above.

Date of Future Data Quality Assessments: Informal assessment to be provided by IFES at time of data provision. Formal assessment to be scheduled, by approximately December 2004.

Procedures for Future Data Quality Assessments: TBD.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Percentage, broken down by gender of voter and separately by geopolitical zone of voting.

Presentation of Data: Table and graph

Review of Data: By the DG Team.

Reporting of Data: Annual Performance Report and Annual Portfolio Review.

OTHER NOTES

Notes on Baselines/Targets: NA and Presidential elections of 1999 would serve as baselines. Identification of realistic targets will need to incorporate a variety of factors likely to influence voter turnout. Note that voter turnout generally is difficult to predict more than a few weeks in advance of an election.

Location of Data Storage: USAID/Nigeria DG Office files.

Other Notes: Details on this indicator will be developed further as preparations for election administration continue.

THIS SHEET LAST UPDATED ON: 12/12/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result 1.1: Government institutions demonstrate increased transparency and responsiveness.

Indicator: Number of key bills passed by legislatures (national and targeted state assemblies) with USAID input.

DESCRIPTION

Precise Definition(s): Key bills are those that address internal legislative management issues (what the SO 1 Team refers to as “A” bills), bills the legislature is mandated to pass by the Constitution (“B” bills), and bills that address USAID-identified important transition issues of elections, conflict/security, and the “democratic dividend” (“C” bills).

“Democratic dividend” bills address issues linked to widely held Nigerian expectations for improvement in living conditions by way of the upgrading of public goods and services. These issues include improvements to physical infrastructure, health services, and public education. USAID input may involve technical input on internal management issues, committee procedures or legislative research/consultation.

Unit of Measure: Count of bills passed.

Disaggregated by: National and state assemblies, and type of key bill.

Justification/Management Utility: This indicator demonstrates success (or failure) of the National and state assemblies to carry out their constitutionally mandated functions. Passed bills are the end product of the legislative process. USAID focuses on key bills in order to gather information on the substance of legislative activity. The institutional efficacy of legislatures is an essential ingredient in the success or failure of the democratic process. The ability of the legislatures to conduct their affairs in a transparent and responsive manner supports the long-term sustainability of democratic governance as well as public confidence in democracy.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Compilation of legislatures’ and partners’ records.

Method of Acquisition by USAID: Partners’ quarterly reports, verification letters from the Office of the Clerk of the National Assembly, and official records of Clerks of targeted state legislatures.

Data Source(s): National Democratic Institute (NDI), Mississippi Consortium for International Development (MCID), Clerk of the National Assembly, and official records of targeted state legislatures.

Frequency/Timing of Data Acquisition: Quarterly reports.

Estimated Cost of Data Acquisition: Low.

Responsible Individual(s) at USAID: Adamu Igoche

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in 2000, when indicator was developed and tested.

Known Data Limitations and Significance (if any): The limitation of this low cost indicator is the reliability of legislative records and possible subjectivity during classification.

Actions Taken or Planned to Address Data Limitations: To address these data quality issues, NDI verifies data with National Assembly official records. For MCID, the clerks of each state assembly verify data.

Date of Future Data Quality Assessments: December 2001

Procedures for Future Data Quality Assessments: MSI will conduct interviews and examine relevant documents to produce an analysis of institutional mechanisms for data quality assurance and an indicator-by-indicator review of data quality, utilizing tools available in USAID’s Performance Management Toolkit. Following this review, the DG Team will spot check partners’ data and conduct site visits at least on a quarterly basis.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Preliminary analyses are done by implementing partners on a quarterly basis, guided by their respective PMPs.

Presentation of Data: Counts of bills passed, broken down by (a) the NA and (b) targeted state assemblies taken as a whole. In addition, this breakdown is further disaggregated by type of bill as described above. These data are supplemented by additional data (addressing, for example, the extensiveness of amendments to executive-initiated bills) gathered and analyzed by the implementing partners.

Review of Data: Annual portfolio review, activity level review with implementing partners.

Reporting of Data: Annual Performance Report, Annual Portfolio Review, and Congressional Budget Justification.

OTHER NOTES

Notes on Baselines/Targets: When setting targets based on the baseline figures for FY 2000, cognizance was taken of the fact that these are new legislatures and there are no established trends. Modest targets were therefore predicted on expected results from USAID's activities.

Location of Data Storage: USAID/Nigeria DG Office files.

Other Notes: USAID support includes technical input, skills transfer assistance, supported committee procedures, consultations, civil society engagement and support of legislative personnel.

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result 1.1: Government Institutions Demonstrate Increased Transparency and Responsiveness

Indicator: Average number of cases disposed over the course of one year in targeted courts

DESCRIPTION

Precise Definition(s): Number of cases the targeted High Courts are able to dispose in one year, averaged across the specific courts USAID assists. This refers to the total number of cases, both old and new, that are filed and concluded. Disposition means that the judge has given the final decision on the case and file is closed.

Unit of Measure: Mean number of cases disposed among all High Courts receiving USAID assistance.

Disaggregated By: High Court assisted (currently Abuja, Lagos and Kaduna).

Justification/Management Utility: Speeding the disposition of cases is a prime objective of USAID assistance to the court system. Tracking dispositions allows for direct measurement of the productiveness of assisted courts, suggesting trends in court efficiency and affecting the backlog of cases. The Lagos and Kaduna court systems account for approximately 60% of all judicial activity in Nigeria. Abuja is included in USAID assistance because of the presence of the federal government in the city.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Review of court records in targeted courts.

Method of Acquisition by USAID: NCSC activity reports.

Data Source(s): National Center for State Courts (NCSC), who in turn receive data from court clerks.

Frequency/Timing of Data Acquisition: Annually. NCSC may wish to collect illustrative samples of data from some courts on a more frequent basis.

Estimated Cost of Data Acquisition: Moderate

Responsible Individual(s) at USAID: Juliet Ume-Ezeoke

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: December 2001

Known Data Limitations and Significance (if any): Since data collection and recording practices in the courts currently tend to be weak, availability and reliability of data may be somewhat problematic as systematic data collection gets underway.

Actions Taken or Planned to Address Data Limitations: NCSC's in-country staff are actively gathering information from various sources to clarify quality issues and any actions needed. In the assessment to be conducted in December 2001 - January 2002, MSI will coordinate with NCSC concerning ongoing data quality issues.

Date of Future Data Quality Assessments: TBD. Assuming an activity of this kind continues for some years, the next formal assessment may take place in approximately December 2004.

Procedures for Future Data Quality Assessments: Following the December 2001 review, the DG Team will spot check partners' data and conduct site visits.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Number of dispositions, disaggregated across the targeted courts.

Presentation of Data: Table and/or graph, with accompanying narrative interpretation.

Review of Data: Beginning early CY 2002.

Reporting of Data: Annual Portfolio Review

OTHER NOTES

Notes on Baselines/Targets: Baselines are being collected based on old cases and newly filed cases. The collection of a sample of baseline data took place in February 2001. Court personnel and NCSC are collaborating to collect complete baselines. Identification of specific targets is expected to be completed by January-February 2002.

Location of Data Storage: USAID/Nigeria DG Office files.

Other Notes: None.

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Civilian Governance Sustained

Intermediate Result 1.1: Government Institutions Demonstrate Increased Transparency and Responsiveness

Indicator: Percentage of the judiciary's requested budget that is approved by the National Assembly

DESCRIPTION

Precise Definition(s): Judiciary's requested budget is for its annual allocation from the Government of Nigeria. Since USAID has limited influence on this budget as finally disbursed by the Executive, this indicator compares the request with only the NA appropriation.

Unit of Measure: Percentage.

Disaggregated by: None.

Justification/Management Utility: The ability of the judiciary to develop a budget plan, based on their needs and supporting the underlying values of the judicial system, is essential to judicial independence. This indicator is intended to capture the extent to which the various institutional elements of the judiciary system, acting together, are successful in budget negotiations with the National Assembly. In addition, their ability to successfully present and defend such a plan represents a level of confidence on the part of the judiciary regarding its position in the political system. USAID-supported training and assistance is directed toward improving the capacity of the judiciary to successfully carry out these actions.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Review of National Assembly's records.

Method of Acquisition by USAID: NCSC activity reports.

Data Source(s): National Center for State Courts, using NA records, supplemented as needed by consultations with National Institute of Justice or NA contacts.

Frequency/Timing of Data Acquisition: Annual, typically in December.

Estimated Cost of Data Acquisition: Low cost.

Responsible Individual(s) at USAID: Juliet Ume-Ezeoke

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: This is a new indicator. An informal assessment is under way in December 2001 as part of completing the implementing partner's PMP.

Known Data Limitations and Significance (if any): Clearly, the ability to win a high proportion of the requested budget is just one element of judicial independence. It is, however, an element with which USAID and NCSC have been working closely.

Actions Taken or Planned to Address Data Limitations: None needed. USAID plans maintain perspective regarding the scope of this indicator when analyzing and interpreting results.

Date of Future Data Quality Assessments: Assuming an activity of this kind continues for some years, prospective date of next assessment would be approximately December 204.

Procedures for Future Data Quality Assessments: TBD.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Value of the judiciary's appropriation from the National Assembly for the annual budget as a percent of the judiciary's requested amount for the annual budget.

Presentation of Data: Simple percentage.

Review of Data: By USAID.

Reporting of Data: Annual Portfolio Review, other Mission reporting as needed.

OTHER NOTES

Notes on Baselines/Targets: Baseline is expected to be for FY '00, as USAID intervention began in FY '01. Targets remain to be identified with NCSC in December 2001. Appropriations have increased substantially over the last year, but the future trend is difficult to predict.

Location of Data Storage: USAID/Nigeria DG Office files

Other Notes: Data collection and analysis will need to incorporate possible need for updating data due to budget amendments.

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Governance Sustained
Intermediate Result 1.2: Foundation Established for a Fair and Competitive Electoral System.
Indicator: Election management capacity-building scorecard

DESCRIPTION [Consultations are under way with IFES to complete this information]

Precise Definition(s):

Unit of Measure:

Disaggregated by:

Justification/Management Utility: This indicator is expected to be similar in form to the electoral law and administration scorecard utilized for FY '00 and '01 reporting, except that the progress factors to be contained in the new version will address the election planning areas emphasized in IFES' most recent program description.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: IFES provides scoring of progress against elements in the scorecard.

Method of Acquisition by USAID: IFES reports.

Data Source(s): Activity reports from IFES

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Moderate

Responsible Individual(s) at USAID: Victor Adetula

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in January 2002 as this indicator is finalized.

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: Assuming an activity of this kind continues for some years, the next formal assessment would be expected by December 2004.

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING [TBD]

Data Analysis:

Presentation of Data:

Review of Data:

Reporting of Data:

OTHER NOTES

Notes on Baselines/Targets: This is a new indicator. No baseline has been identified. FY '01 performance will be guided by a target score, to be identified in January 2002.

Location of Data Storage: USAID/Nigeria DG Office files

Other Notes: None

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Governance Sustained

Intermediate Result 1.2: Foundation Established for a Fair and Competitive Electoral System

Indicator: Percentage of eligible citizens registered to vote

DESCRIPTION [Consultations are underway with IFES to complete this information]

Precise Definition(s): Persons eligible to vote include all those 18 years of age or older and not officially declared as insane. Registration to vote is completion of the voter enrollment process as delivered by the Independent Nigerian Elections Commission (INEC).

Unit of Measure: Percent.

Disaggregated by: Gender and geopolitical region of residence.

Justification/Management Utility: This indicator is intended to be an additional measure of progress in USAID assistance to the GON in preparations for the upcoming elections. In contrast to the voter turnout indicator at the SO level which tracks the broad and shared efforts toward high voter participation, this indicator is a more direct measure of USAID-sponsored assistance in voter registration.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: TBD, pending consultations with IFES.

Method of Acquisition by USAID: Activity reports from IFES

Data Source(s): IFES

Frequency/Timing of Data Acquisition: Annual

Estimated Cost of Data Acquisition: Moderate

Responsible Individual(s) at USAID: Victor Adetula

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in January 2001.

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: Assuming an activity of this kind continues for some years, the next formal assessment would be expected by December 2004.

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING [TBD]

Data Analysis:

Presentation of Data:

Review of Data:

Reporting of Data:

OTHER NOTES

Notes on Baselines/Targets: None.

Location of Data Storage: USAID/Nigeria DG Office files

Other Notes: None

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective: Transition to Democratic Governance Sustained

Intermediate Result 1.2: Foundation Established for a Fair and Competitive Electoral System.

Sub-Intermediate Result 1.2.2: A More Representative and Effective Party System

Indicator: Proportion of parties receiving USAID assistance that prepare registration documentation in keeping with legal requirements

DESCRIPTION [To be identified upon consultation with IRI upon completion of new agreement in January 2002]

Precise Definition(s): To be developed after requirements for registration are established. Calculation of proportion is the number of USAID-assisted political parties meeting all legal requirements divided by total number of parties assisted by USAID.

Unit of Measure: Fraction or percent supplemented by raw count.

Disaggregated by: None currently planned.

Justification/Management Utility: Fair, systematic registration of political parties is a critical primary requirement for open elections. USAID cannot affect actual registrations, but the program is expected to assist parties to prepare complete documentation. If clear documentation is produced, then a standard is established for judging fairness in this aspect of the electoral process.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: TBD

Method of Acquisition by USAID: Activity reports from IRI.

Data Source(s): IRI

Frequency/Timing of Data Acquisition: Depending upon progress in clarifying the registration process, preliminary data may be available in 2002. Starting in FY 2003, quarterly acquisition and reporting will be appropriate.

Estimated Cost of Data Acquisition: Moderate

Responsible Individual(s) at USAID: Elizabeth Hart

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in January 2002.

Known Data Limitations and Significance (if any): TBD, pending clarification of details of the registration process.

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: Assuming an activity of this kind continues for some years, the next formal assessment would be expected by December 2004.

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Simple fraction or percent supplemented by raw count.

Presentation of Data: Fraction, percent and raw count, in tabular form, possibly supplemented by pie chart.

Review of Data: Activity-level review by DG Team Program Manager on quarterly basis. Annually in Annual Portfolio Reviews.

Reporting of Data: Annually.

OTHER NOTES

Notes on Baselines/Targets: Baseline would be established in 2002-03.

Location of Data Storage: USAID/Nigeria DG Office files

Other Notes: None

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective 1: Transition to Democratic Civil Governance Sustained

Intermediate Result 1.3: Increased Participation by Civil Society in Conflict Management, Public Deliberations, and Oversight of Government

Indicator: CSO advocacy outcomes summary

DESCRIPTION

Precise Definition(s): Percent of partner civil society organizations that report that the overall outcome of their organization's advocacy efforts for the year at the national, state or local level has been positive. Positive outcomes of advocacy include (a) government reliance upon or acceptance of information provided by the CSO at the national level, or (b) inclusion of the CSO as a development partner in public decision making at the local or state level.

Unit of Measure: Percent of assisted civil society organizations.

Disaggregated by: CSOs that primarily address women's policy issues compared with those that do not.

Justification/Management Utility: Increased participation in democracy and governance by civil society (CS) should include getting results from advocacy efforts, at various levels of authority or jurisdiction and on a variety of issues. This indicator provides a broad summary of progress in this area, using data from the diverse set of USAID CS partners.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Periodic reports and annual summaries are sent by CSOs to USAID implementing partners, who compile and summarize data for USAID.

Method of Acquisition by USAID: Quarterly reports submitted by Implementing Partners.

Data Source(s): Data compiled from CSOs by implementing partners – CEDPA, JHU, Law Group, and PAS. Data for FY 2000 were collected through a questionnaire survey administered by Management Systems International. Data from FY 2001 forward are provided directly by civil society implementing partners.

Frequency/Timing of Data Acquisition: USAID activity-level monitoring on a quarterly basis, but final compilation of data is annual, in late fall after close of the fiscal year.

Estimated Cost of Data Acquisition: Low cost

Responsible Individual(s) at USAID: Emmanuel Uche and Bose Eitokpah.

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in early CY 2001 as the indicator was developed, reinforced by survey pretesting and reliability checks of collected questionnaire data from the survey conducted in February 2001.

Known Data Limitations and Significance (if any): Terminations and renewals of implementing partner agreements with their grassroots organizations result in some instability in the group of institutions through which USAID tracks advocacy outcomes. Also, application of the definition of this indicator among implementing partners may not be fully consistent among partner organizations. Validity and reliability of data therefore may be threatened.

Actions Taken or Planned to Address Data Limitations: MSI is to conduct a data quality assessment in December 2001 both to gather information on this concern and to provide a plan of action for addressing it.

Date of Future Data Quality Assessments: December 2001.

Procedures for Future Data Quality Assessments: MSI conducts interviews and examines relevant documents to produce an analysis of institutional mechanisms for data quality assurance and an indicator-by-indicator review of data quality, utilizing tools available in USAID's Performance Management Toolkit.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Analysis includes counts of (a) total of partner CSOs providing data on advocacy outcomes to implementing partners, and (b) among this group, those reporting positive outcomes as given in the indicator definition. In addition, a comparison of percentages will be made between groups focused on women's issues and other groups.

Presentation of Data: In this indicator's Performance Data Table.

Review of Data: Annual portfolio review, supplemented by activity level reviews with implementing partners.

Reporting of Data: Annual Portfolio Review, Congressional Budget Justification and Annual Performance Report.

OTHER NOTES

Notes on Baselines/Targets: FY 2000 baseline of 60 percent was established from survey results.

Location of Data Storage: Summary data with DG Team.

Other Notes: None.

THIS SHEET LAST UPDATED ON: 12 /14/01

Performance Indicator Reference Sheet

Strategic Objective 1: Transition to Democracy Sustained

Intermediate Result 1.3: Increased Participation by Civil Society in Conflict Management, Public Deliberations, and Oversight of Government

Indicator: Percent of assisted conflict management networks and forums that result in proactive management of peace processes

DESCRIPTION

Precise Definition(s): Conflict management networks or forums are groups established or continued with USAID support to dialogue, share experience, identify early warning conflict signals, and mitigate or resolve destabilizing conflicts. Proactive management of peace processes is displayed by the extent to which the networks and forums take observable actions to (a) mitigate or resolve conflicts and (b) engage in joint problem solving in their domain of intervention. Proactive management will be verified by USAID confirmation of issues raised, actors/stakeholders involved, and areas affected.

Unit of Measure: Percent of networks/forums.

Disaggregated by: Region

Justification/Management Utility: Mitigating destabilizing conflicts is very crucial to the attainment of democratic consolidation in Nigeria. The three democratic experiments in the past (1960-66; 79-83; and 87-93) were immediately truncated through large-scale violence. Thus increasing civil society participation in conflict management will reduce the propensity of violent conflicts.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Survey of project areas, and spot checks of data

Method of Acquisition by USAID: Periodic monitoring reports by field partners.

Data Source(s): Activity reports from field partners, analyzed and compiled by the DG Team Program Manager.

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Low cost

Responsible Individual(s) at USAID: Joseph Shopade

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informally in December 2001.

Known Data Limitations and Significance (if any): Some monitoring reports may be subjective and value-laden. Findings of a site activity evaluator may not be objective, or may be doctored if he or she is connected in any way with the grantee, or lack sufficient evaluation skills.

Actions Taken or Planned to Address Data Limitations: To strengthen objectivity of the site activity evaluations, more than one evaluator will assess program results for the more major site interventions. Evaluators will not possess institutional or personal affiliations with the interventions.

Date of Future Data Quality Assessments: Should similar activities continue in future years, next formal data quality assessment would take place in approximately 2004.

Procedures for Future Data Quality Assessments: USAID/Nigeria spot checks and site visits, plus verification within the DG Team of data in the USAID/Nigeria Program Manager's activity logs.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Calculation of a percentage: Total of networks or forums resulting in proactive management of peace processes, divided by total number of networks or forums. Networks and forums are counted together as a single group. Percentages are disaggregated as noted above.

Presentation of Data: Simple counts, with a table and graph.

Review of Data: Active-level review with partners.

Reporting of Data: Activity Manager report, Annual Portfolio Review, Annual Performance Report.

OTHER NOTES

Notes on Baselines/Targets: No baseline data will be available until end of FY '02. Should a similar activity continue beyond FY'02, FY '02 performance data will inform subsequent target setting.

Location of Data Storage: USAID/Nigeria DG Office files.

Other Notes: None.

THIS SHEET LAST UPDATED ON: 12 /14/01

Performance Indicator Reference Sheet

Strategic Objective 1: Transition to Democracy Sustained.

Intermediate Result 1.3: Increased Participation by Civil Society in Conflict Management, Public Deliberations, and Oversight of Government

Sub Intermediate Result 1.3.1: Technical and Organizational Capacity of CSOs to Address Priority Transition Issues Expanded

Indicator: Number of conflict management networks and forums established

DESCRIPTION

Precise Definition(s): Conflict management networks or forums are civil society organizations that provide opportunity for conflict stakeholders to dialogue, share experience, identify early warning conflict signals, and mitigate or resolve destabilizing conflicts. These mechanisms exist at the community level as avenues for negotiation on critical conflict issues.

Criteria for "established" is that the group (a) has identified itself as a distinct organization with a name and set of mutually agreed-upon, documented objectives; and (b) has documented at least one planned and implemented action focused on community-level conflict management.

Unit of Measure: Number of networks or forums established.

Disaggregated by: Geopolitical zone.

Justification/Management Utility: Increasing civil society participation in conflict management will reduce the propensity of violent conflicts. Establishing conflict management mechanisms will enhance civil society capacity to mitigate and resolve conflicts. If these structures are sustained through regular meetings and dialogue of stakeholders, several destabilizing conflicts will be mitigated. The mechanisms hold the potential for becoming civil society-based peace building mechanisms, contributing to overall democratic consolidation.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Reporting by field partners.

Method of Acquisition by USAID: Quarterly monitoring reports

Data Source(s): Reports from implementing organizations.

Frequency/Timing of Data Acquisition: Quarterly.

Estimated Cost of Data Acquisition: Low.

Responsible Individual(s) at USAID: Joseph Shopade

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment in December 2001, as data collection within the DG Team for this indicator is established.

Known Data Limitations and Significance (if any): Some monitoring reports may be subjective and value-laden. Findings of an evaluator of a mechanism may not be objective, or may be doctored if he or she is connected in any way with the grantee, or lack sufficient evaluation skills.

Actions Taken or Planned to Address Data Limitations: To ensure that evaluators are completely detached from grantees and are very competent. In some cases, more than one evaluator will measure activity impact.

Date of Future Data Quality Assessments: TBD.

Procedures for Future Data Quality Assessments: USAID/Nigeria spot checks and site visits, plus verification within the DG Team of data in the USAID Program Manager's activity log.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Count of a log kept by the DG Team Program Manager.

Presentation of Data: Summary count, with disaggregation in table and graphs.

Review of Data: Program Manager review with partners, Annual Portfolio Review.

Reporting of Data: Activity Manager reports and Annual Portfolio Review.

OTHER NOTES

Notes on Baselines/Targets: No baselines will be available until the end of FY '02. Should a similar activity continue beyond FY '02, FY '02 performance data will inform subsequent target setting.

Location of Data Storage: USAID/Nigeria DG Office files.

Other Notes: In this program, geographical distribution of assisted networks and forums is determined by identified need for conflict management response in areas of ongoing or incipient conflicts.

THIS SHEET LAST UPDATED ON: 12/14/01

Performance Indicator Reference Sheet

Strategic Objective 1: Transition to Democratic Civil Governance Sustained

Intermediate Result 1.3: Increased Participation by Civil Society in Conflict Management, Public Deliberations, and Oversight of Government

Sub-Intermediate Result 1.3.1: Technical and Organizational Capacity of CSOs to address Priority Transition Issues Expanded

Indicator: Number of CSOs that report meeting at least 80% of selected technical/organizational capacity improvements

DESCRIPTION

Precise Definition(s): Technical and organizational capacity improvements may include development in such areas as election of members, creating and using a constitution, holding a bank account with more than one signature, and so on. This indicator remains to be defined, pending commencement of the DG Team's new civil society mechanism. Therefore the exact factors and counting procedure are not yet developed as of December 2001.

Unit of Measure: Number of organizations that score a minimum of 80% on their predetermined scorecard.

Disaggregated by: TBD, pending partner structure and issue emphases in the new mechanism.

Justification/Management Utility: NGOs and CSOs require different types and levels of skill to contribute meaningfully to public deliberations and oversee government institutions. Civil society organizations hold a special responsibility in democratic transitions, not only to advocate effectively for policy reform and governmental responsiveness, but to proved the society at large with models for organizational democracy, transparency and accountability. This area of capacity building is critical to the success, in the end, of civil society interventions, since civil society organizations otherwise are vulnerable to financial, organizational or political crises that can fully undermine their efforts.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Partner administered questionnaires and quarterly reports sent to USAID (tentative).

Method of Acquisition by USAID: Baseline survey analysis and periodic quarterly report

Data Source(s): TBD.

Frequency/Timing of Data Acquisition: TBD.

Estimated Cost of Data Acquisition: Low.

Responsible Individual(s) at USAID: Emmanuel Uche and Bose Eitokpah

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Informal assessment to take place in approximately July/August 2002, as the new CS mechanism comes into place.

Known Data Limitations and Significance (if any): TBD.

Actions Taken or Planned to Address Data Limitations: Initial data analysis to be done by the partner to be followed by MSI data quality assessment.

Date of Future Data Quality Assessments: To be determined after the civil society award.

Procedures for Future Data Quality Assessments: To be determined after the civil society award.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Counts. Analyses should take into account any year-to-year shifts in the list of USAID-assisted CSOs, so that comparisons across years can reliably measure impact of USAID technical assistance to CSOs.

Presentation of Data: Narrative report that also includes a compendium of descriptive statistics in various tables and graphs.

Review of Data: To be determined after the civil society award.

Reporting of Data: USAID/Nigeria Portfolio Review and Annual Performance Report.

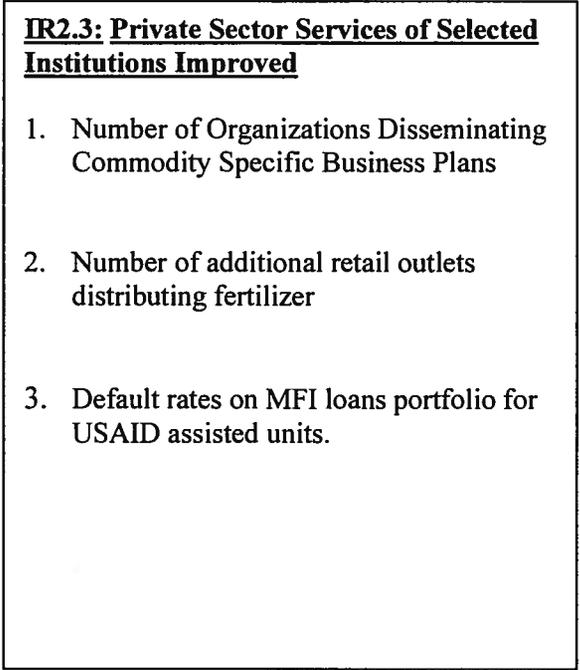
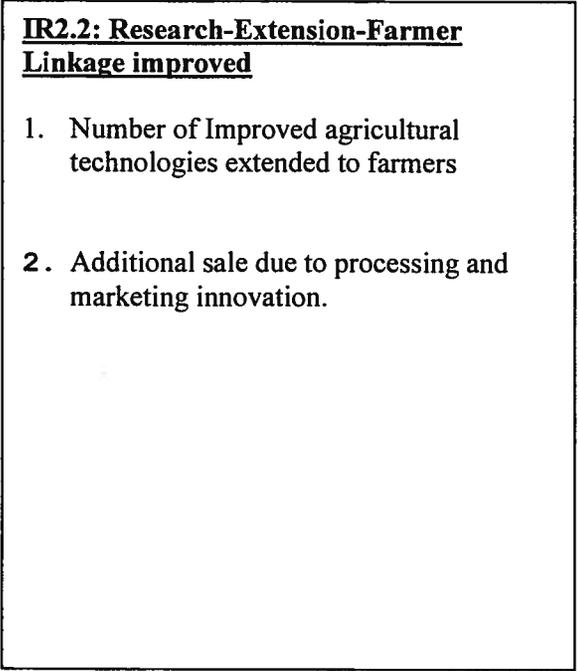
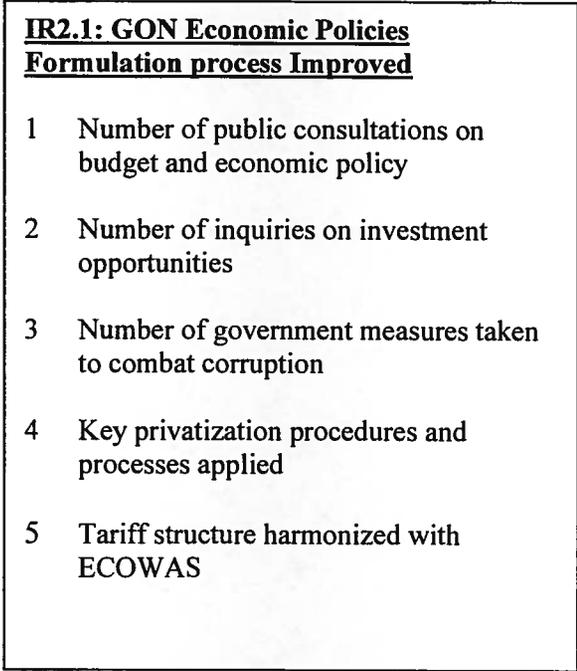
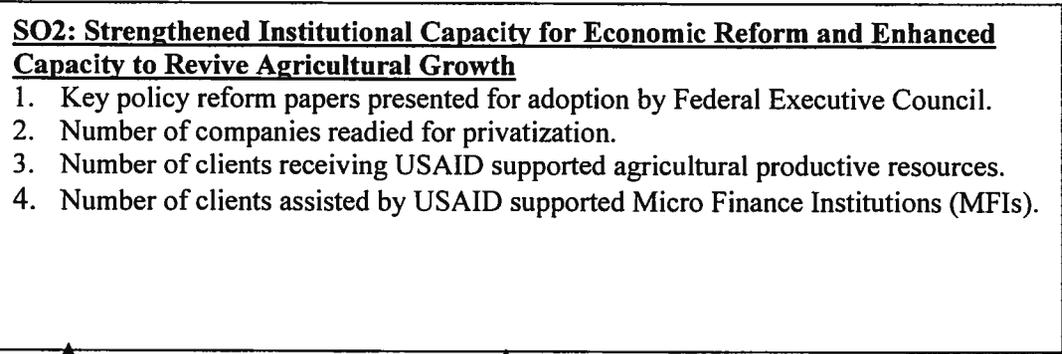
OTHER NOTES

Notes on Baselines/Targets: TBD

Location of Data Storage: Expected to be filed with USAID/Nigeria DG Office.

Other Notes: None

THIS SHEET LAST UPDATED ON: 12 /14/01



Performance Indicator Reference Sheet

Strategic Objective: Strengthen institutional capacity for economic reform and enhance capacity to revive agricultural growth.

Indicator 1: Key policy reform papers presented for adoption by Federal Executive Council

DESCRIPTION

Precise Definition(s): Key policy reform papers are those papers dealing with economic and agricultural policies initiated, drafted or reviewed by the Economic Policy coordinating Council (EPCC) and other USAID supported institutions/ministries. This indicator measures the number of such papers that are presented to the Federal Executive Council for adoption, review and or action.

Unit of Measure: Number of papers (cumulative)

Desegregated by: Sector

Justification/Management Utility: The Economic Policy Coordinating Committee (EPCC) is the technical engineering body for economic reform initiated and supported by USAID and chaired by the Vice President. The USAID approach to policy development is based on analytic foundation, broad and open discussions thereby having greater chance of becoming accepted and institutionalized. Increase in the value of this indicator show that EPCC and others are adopting the approach and justifies further USAID support to policy reforms.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The data will be compiled by the Advisor in EPCC and SO2 Project Officers covering other sectors

Method of Acquisition by USAID: Quarterly report submitted to the SO Team by EPCC Advisor

Data Source(s): Files of EPCC, Ministries' records and communications

Frequency/Timing of Data Acquisition: Quarterly, as progress report falls due.

Estimated Cost of Data Acquisition: Built into contract

Responsible Individual(s) at USAID: Thomas Hutcheson

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2002

Known Data Limitations and Significance: Not Applicable

Actions Planned to Address Data Limitations:

Date of Future Data Quality Assessments: TBD after first review

Procedures for Future Data Quality Assessments:

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets.

Presentation of Data: Tabular presentations in consonance with R4 tables

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: R4 data table and narratives; EG implementation reviews and Portfolio review

OTHER NOTES

Notes on Baselines/Targets: The baseline is zero; Targets are to be determined.

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18/01

Performance Indicator Reference Sheet

Strategic Objective: SO2: Strengthened Institutional Capacity for Economic Reform and Enhanced Capacity to Revive Agricultural Growth

Indicator: Number of companies readied for privatization

DESCRIPTION

Precise Definition(s) Readied means assuring that each firm slated for privatization has passed a number of milestones: valuation, preparation of information packages, resolving issues of back pay, debt overhang, at the end of the year.

Unit of Measure: Number of companies

Desegregated by: Sector

Justification/Management Utility: Readiness must precede actual privatization. Actual privatization depends on government's political will among other things. Readied for privatization assures that a transparent process has been followed by Bureau for Public Enterprise (BPE) for all eligible companies. USAID support to BPE in establishing this process is a major contribution to the privatization process.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: International Business & Technical Consultants (IBTC) will assess each company for readiness qualification alongside the established milestones.

Method of Acquisition by USAID: IBTC prepares Quarterly performance report and submits to SO2.

Data Source(s): BPE

Frequency/Timing of Data Acquisition: quarterly

Estimated Cost of Data Acquisition: Built into the contract with IP

Responsible Individual(s) at USAID: Eke Uka

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2002

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: three years hence

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets.

Presentation of Data: Tables and graphs

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: : R4 data table and narratives; EG implementation reviews and Portfolio review

OTHER NOTES

Notes on Baselines/Targets: None yet

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON:12/18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen Institutional capacity for economic reform and enhance capacity to revive agricultural growth

Indicator: Number of clients receiving USAID supported agricultural productive resources.

DESCRIPTION

Precise Definition(s): Clients include farmers, traders, and small-scale entrepreneurs in agribusiness. Productive resources are a) Agricultural inputs: refer to fertilizers and other plant and animal health control products. b) Technologies: means high yielding and stress resistant crop varieties and post harvest technologies. c) Agribusiness management skills and strategies: include knowledge of identification of business opportunities and risk assessment, business plan, finance and accounting skills, needs in grades and standards, policy and regulatory environments etc
Unit of Measure: number

Desegregated by: *Gender and geopolitical zones*

Justification/Management Utility: An increase in the number of clients benefiting from improved technology, competitive agricultural marketing and supply, and management options and/or know how is an indirect measure of the capacity of both the public and private sector involved in agricultural sector development.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Number of clients benefiting from the program will be recorded by implementing partners including IITA, SAFGRAD, Chemonics, IFDC, Winrock, Land o' Lakes, ARD, and their collaborators (Ministry of Agriculture, National Agricultural Research Centers, Extension agents and NGOs).

Method of Acquisition by USAID: Through biannual technical progress report

Data Source(s): Records of Lead Implementing Partners(IITA,SAFGRAD, Chemonics, IFDC, Winrock, Land o' Lakes,ARD)

Frequency/Timing of Data Acquisition: Biannual

Estimated Cost of Data Acquisition: Included in the contract

Responsible Individual(s) at USAID: Abdulkadir Gudugi

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2002

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: None

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: This will be done at the SO level by the Project Officer who cumulates the biannual Ips' submissions into an annual figure and performs the necessary disaggregation.

Presentation of Data: Table, graph, chart etc

Review of Data: Annual review of data by program managers (Abdulkadir, Okaro, Levin and Duguma) and EGI SO team during portfolio review

Reporting of Data: Summary Tables and Narrative in Annual Reports, portfolio review, selected working paper series for wider dissemination

OTHER NOTES

Notes On baselines/Targets: Base line at the onset of the program was "0"

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes: The purpose of desegregating by gender and location is to find out if the demand for technology type could be influenced by the two factors.

THIS SHEET LAST UPDATED ON: 12/18 /01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen institutional capacity for economic reform and enhance capacity to revive agricultural growth.

Indicator: Number of clients assisted by USAID Supported Micro Finance Institutions (MFI).

DESCRIPTION

Precise Definition(s): Clients are groups of 15 persons that are predominantly small and medium scale entrepreneurs (SMEs) assisted by selected MFIs through the provision of either **Loans facility and or operation of savings account**. USAID supported MFI's are those receiving USAID grants to create a specific portfolio for this service within their product lines. A client groups that received assistance for both facilities is counted separately for each service.

Unit of Measure: Number of groups

Desegregated by: Type of service, Gender, scale of operation, Region, Activity,

Justification/Management Utility: It provides information on the growth and spread of MFI's services to clients. It is also a good reflection of how effectively the MFIs could be used as a means of reaching many clients with non-subsidized credit. USAID will use this indicator to gauge this strategy of channeling financial resources through MFIs.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The data will be gathered quarterly from the accounting and loan performance reports of the MFI's (micro finance institutions) assisted by the IP.

Method of Acquisition by USAID: Monthly loan performance reports will be delivered to USAID by the MFI or IP

Data Source(s): Reports and MIS system files of MFIs/records of consultant providing technical assistance.

Frequency/Timing of Data Acquisition: Quarterly progress report received from the IP

Estimated Cost of Data Acquisition:

Responsible Individual(s) at USAID: Micro Finance Advisor and FSN assigned.

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: August 2002

Known Data Limitations and Significance (if any):

Actions 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: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets

Presentation of Data: Report

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Monthly

OTHER NOTES

Notes on Baselines/Targets: Baseline is zero

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18 /01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen institutional capacity for economic reform and enhance capacity to revive agricultural growth

Intermediate Result: GON Policy Formulation Process Improved

Indicator: Number of public consultation on budget and economic policy

DESCRIPTION

Precise Definition(s): Number of major consultations sponsored by EPCC or other USAID assisted arm of government taken to enhance the participation of the public in budget and economic policy formulation process. Consultations include seminars, conferences, workshops, roundtable and briefings involving government agencies, public sector operators, NGOs and stakeholders.

Unit of Measure: Number of consultations

Desegregated by: Subject matter/Sector

Justification/Management Utility: This indicator measures broad public consultations and participation in policy formulation process. It shows a break from decades of closed policy formulation process. This indicator assures that the final product (reform papers) of EPCC and others followed due process. An indicator for continued USAID support.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Reporting by EPCC Secretariat and the contractor Management Systems, Inc. (MSI)

Method of Acquisition by USAID: Quarterly report

Data Source(s): EPCC Macro-economic Advisor , MSI or other IPs

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Built into Contracts

Responsible Individual(s) at USAID: Thomas Hutcheson

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2002

Known Data Limitations and Significance (if any):

Actions Taken or Planned to Address Data Limitations:

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets

Presentation of Data: Report, graph or chart

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Portfolio review, R4

OTHER NOTES

Notes on Baselines/Targets: N/A

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18/01

Performance Indicator Reference Sheet

Strategic Objective: SO2: Strengthened Institutional Capacity for Economic Reform and Enhanced Capacity to Revive Agricultural Growth

Intermediate Result: GON policy formulation process improved

Indicator: Number of Inquiries on Investment opportunities

DESCRIPTION

Precise Definition(s): Measures the number of inquiries on investment opportunities or other valuable information regarding Nigerian investment climate made by local & foreign Investor

Unit of Measure: number

Desegregated by: foreign/domestic

Justification/Management Utility: Service to investors is a critical element in Nigerian Investment Promotion Commission (NIPC) gaining insight and credibility to advocate for policy changes to improve the investment climate

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: IP will carry will obtain data from NIPC web page and other non-electronic records

Method of Acquisition by USAID: IP's quarterly report

Data Source(s): NIPC

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Built in IP's contract

Responsible Individual(s) at USAID: Macroeconomic advisor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: August 2002

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: three years hence

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets.

Presentation of Data: Charts and text

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Internal: at time of report; External: R4 time

OTHER NOTES

Notes on Baselines/Targets: Baseline is implicit in the comparative nature of the questionnaire

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON:12/18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthened Institutional Capacity for Economic Reform and Enhance Capacity to Revive Agricultural Growth

Intermediate Result: GON Policy Formulation Process Improved

Indicator: Number of Government Measures Taken to Combat Corruption

DESCRIPTION

Precise Definition(s): Measures: mean laws or regulations put in effect or administrative actions carried out (for example legal action brought under the Independent Corrupt Practices Commission –ICPC Laws) by government or its agencies to check corruption as recommended by the corruption study conducted by the Institute for Development Research (IDR).

Unit of Measure: Number of measures against a milestone as determined by the study.

Desegregated by:

Justification/Management Utility: It demonstrates government support for anti-corruption efforts and justifies USAID support through the corruption survey.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: IDR obtains data through Independent Corrupt Practices Commission (ICPC).

Method of Acquisition by USAID: Through quarterly report by contractor

Data Source(s): ICPC and the Institute for Development Research (IDR) of Ahmadu Bello University in Zaria

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Built into contract

Responsible Individual(s) at USAID: Thomas Hutcheson

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: August 2002

Known Data Limitations and Significance (if any): None at this time

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: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets

Presentation of Data: Comprehensive survey report, regional workshops, shorter papers, and through the public awareness campaign.

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Data will be reported to a wide range of donor agencies and multilateral development banks because of its usefulness to a wide variety of cross cutting sectors.

OTHER NOTES

Notes on Baselines/Targets: Survey will provide baseline for later surveys

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthened Institutional Capacity for Economic Reform and Enhanced Capacity for Economic Growth

Intermediate Result: GON policy formulation Process improved

Indicator: Key privatization procedures and processes

DESCRIPTION

Precise Definition(s): Measures the application of processes and procedure that culminate into the appointment of an advisor and a core investor for each of the firm slated for privatization. The milestone menu is; a) the preparation of Terms of Reference; b) the preparation of cost estimate and the budget; c) invitation for expression of interest; d) transparent shortlist of consultants; e) preparation and issuance of the request for proposal; f) letter of invitation. The indicator measures the percentage of these requirements met by each firm and a simple average for the qualifying firms at a given period taken.

Unit of Measure: percentage (%)

Desegregated by: None

Justification/Management Utility: The appointment of a privatization advisor is a core element in the privatization process. An increase in the value of this indicator shows government's commitment to a new way of conducting business in a transparent and competitive manner. USAID will benefit from the use of this indicator in determining further support to BPE and in planning future projects.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The implementing partner International Business and Technical Consultants Inc. (IBTC) through BPE records will make available the required data.

Method of Acquisition by USAID: Quarterly from IBTC

Data Source(s): Implementing partner

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Built into IP's Contract

Responsible Individual(s) at USAID: Eke Uka

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2002

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: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets

Presentation of Data: Tables and charts

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: TBD

OTHER NOTES

Notes on Baselines/Targets: No baseline reported.

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18/01

Performance Indicator Reference Sheet

Strategic Objective: SO2: Strengthened Institutional Capacity for Economic Reform and Enhanced Capacity to Revive Agricultural Growth

Intermediate Result: IR2.1 GON Policy Formulation Process Improved

Indicator: Tariff Structure harmonized with ECOWAS

DESCRIPTION

Precise Definition(s): Percentage of Nigeria's custom duties that are harmonized (within 5% range) with the corresponding item of the ECOWAS schedule.

Unit of Measure: Percentage

Desegregated by: Type of product

Justification/Management Utility: An increase in the value of this indicator shows a better tariff structure for Nigeria. A better tariff structure, reduces incentives for corruption in customs (often increasing revenues), and reduces incentives to produce goods inefficiently, increases the incentive to export.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The implementing partner Chemonics, through extraction from government agencies and ECOWAS office

Method of Acquisition by USAID: Quarterly Report,

Data Source(s): Chemonics

Frequency/Timing of Data Acquisition: Annually

Estimated Cost of Data Acquisition: Minimal, included in Contractor's normal reporting on activity

Responsible Individual(s) at USAID: Thomas L. Hutcheson

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June 2002

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The SO2 Project Officer will carry out a comparative analysis as the data are sent in quarterly.

Presentation of Data: Summary report, graphs and Charts

Review of Data: SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Portfolio Review , R4 data tables & feedback to Government

OTHER NOTES

Notes On baselines/Targets:

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12/18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen Institutional capacity for economic reform and enhance capacity to revive agricultural growth

Intermediate Result: Research Extension Farmer Linkage Improved

Indicator: Number of improved agricultural technologies extended to farmers

DESCRIPTION

Precise Definition(s): Improved agricultural technologies refers to stress resistant and high yielding crop varieties, processing and post harvest techniques, improved livestock management systems, and improved and sustainable cropping systems

Unit of Measure: Number/counts

Disaggregated by: Gender and geopolitical zones(* see other notes below)

Justification/Management Utility: Even though several improved agricultural technologies generated by national as well as international research systems are known to be available both in the country as well as in the region, due to reasons ranging from inadequate extension service to lack or absence of appropriate growers support services and market opportunities, Nigerian producers have not been able to use them. USAID supported intervention is thus designed to strengthen the capacity by making market-led technology options complemented by support service as well as enabling policy environment available to clients. The change/increase in the number of new technology option made available to the clients is thus a direct measure of change/increase in their capacity to revive the agricultural sector.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The implementing partners record/enumerate technologies selected and disseminated.

Method of Acquisition by USAID: Regular biannual technical progress reports

Data Source(s): Records, Data Base, and Annual Reports of lead implementing Partners including IITA, SAFGRAD, & WARDA, and their national collaborating institutions

Frequency/Timing of Data Acquisition: Biannual

Estimated Cost of Data Acquisition: Included in Ips' contract

Responsible Individual(s) at USAID: Abdulkadir Gudugi

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 2002

Known Data Limitations and Significance (if any): none

Actions Taken or Planned to Address Data Limitations: none

Date of Future Data Quality Assessments: 2005

Procedures for Future Data Quality Assessments: Engage an internally commissioned external consultant to randomly review IPs data record, institutional capacity and visit project sites and interview clients and collaborators

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Frequency analysis by gender and geopolitical locations by SO2 Project Officer

Presentation of Data: Bars, pie charts and line graphs comparing control/baseline, target and actual

Review of Data: Periodic review by activity manager as part of activity management exercise, Annual review by EGI SO team during portfolio review and Program Review for Annual report preparation

Reporting of Data: Summary data table and narrative in Annual Report, portfolio Review, and selected working paper series.

OTHER NOTES

Notes On baselines/Targets: Base line at the onset of the program was "0"

Location of Data Storage: MS Excel File (C:\mydock\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes: The purpose of desegregating by gender and location is to find out if the demand for technology type could be influenced by the two factors.

THIS SHEET LAST UPDATED ON: 12 / 18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen Institutional capacity for economic reform and enhance capacity to revive agricultural growth

Intermediate Result: Research-Extension-Framer linkage Improved

Indicator: Additional Sales due to processing and marketing innovation

DESCRIPTION

Precise Definition(s): Additional sales: means increase in sales of conventional but improved or new commodities and value added products as a result of USAID supported program interventions (new market opportunities, strengthened agribusiness management skills, know how related to grades and standards, greater understanding of regional and international trade regulations, new technology options etc.) Value added products refers to processed primary products

Unit of Measure: Naira

Disaggregated by: Gender, resource endowment and geopolitical location

Justification/Management Utility: Change in percentage volume or type of commodities traded is a direct measure of the extent to which the Agency's support or intervention is able to influence clients capacity to become competitive

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Analysis of the report submitted by the implementing partners

Method of Acquisition by USAID: Semiannual progress Report from IP

Data Source(s): Implementing partners (Ips') database

Frequency/Timing of Data Acquisition: Biannual

Estimated Cost of Data Acquisition: Included in IP's contract

Responsible Individual(s) at USAID: Abdulkadir Gudugi

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: TBD

Known Data Limitations and Significance (if any): TBD

Actions Taken or Planned to Address Data Limitations: None for now

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Percentage changes in volume, number, and type of commodities and products traded per target house hold before and after intervention comparing target and actual

Presentation of Data: Table, graph, chart etc comparing baseline, target, actual

Review of Data: Periodic review by activity manager as part of activity management exercise, Annual review by EGI SO team during portfolio review and Program Review for Annual report preparation

Reporting of Data: Summary data table and narrative in Annual Report, portfolio Review, and selected working paper series.

OTHER NOTES

Notes on Baselines/Targets: Baseline will be determined by monitoring and recording type, volume and number of commodities traded (if any)/per house hold prior to intervention.

Location of Data Storage: MS Excel File (C:\mydock\EGI\pmp\EGI-AG SAFGRAD.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12 / 18 /01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen Institutional capacity for economic reform and enhance capacity to revive agricultural growth

Intermediate Result: Private Sector services of selected institutions improved

Indicator: Number of organizations disseminating commodity specific business plans

DESCRIPTION

Precise Definition(s): Organizations refers to public institutions, private consultancy firms, and non governmental organizations involved in facilitating and supporting medium and small scale agribusiness development in Nigeria. Business plans are roadmaps for accomplishing increased export of selected Nigerian agricultural products. A business plan is regarded as disseminated when it reaches potential investors by way of workshops, training and extension service.

Unit of Measure: Number/counts

Desegregated by: *Type of organizations (Public institutions, NGOs, Commodity associations.)*

Justification/Management Utility: In Nigeria most small and medium scale business are developed and run by individuals and or groups with out formal training in business management or the benefit of modern business plan. This, together with other social, policy and financial related constraints are responsible both for the non-competitiveness of the country's agricultural sector and inadequate private sector investment. A business plan developed based on a through analysis of opportunities and constraints affecting the supply and demand chain and widely disseminated would encourage private sector investment, enhance the competitiveness of Nigeria's agribusiness's thus contribute to the Country's agricultural sector development.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Registered organizations demanding and receiving the business plan and monitoring the frequency of dissemination forums, attendance of dissemination forums, number of new business initiated as a result of the new knowledge acquired and change in the performance of existing businesses as a result of the new knowledge acquired and applied. For the current phase and/or in the first year following the development of the business plan, only the number of organizations receiving the business plan will be monitored.

Method of Acquisition by USAID: USAID will access it through biannual progress report. The other data sets will be gathered directly by USAID through consultancy firm.

Data Source(s): Lead Ips database and reports as well as consultancy reports

Frequency/Timing of Data Acquisition: Semiannual

Estimated Cost of Data Acquisition: Year one, part of program implementation and monitoring contract, Beginning year two, US\$50,000/year

Responsible Individual(s) at USAID: Nduka Okaro

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 2002

Known Data Limitations and Significance (if any): None for now

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Frequency analysis by the Project Officer

Presentation of Data: Bar and line graphs showing control (baseline), target and actual by organizations and geopolitical regions

Review of Data: Annual review of data by program managers (Abdulkadir, Okaro, Levin and Duguma) and EGI SO team during portfolio review.

Reporting of Data: Summary tables and narrative in annual reports, portfolio review, selected working paper series for wider dissemination

OTHER NOTES

Notes On baselines/Targets: Base line at commencement of the program is 0.

Location of Data Storage: MS Excel File (C:\mydock\EGImp\EGAGIFDC performance data.xls) on communication specialist (Mr. Frank Okafor's computer) (To be developed)

Other Notes:

THIS SHEET LAST UPDATED ON: 12 / 18/01

Performance Indicator Reference Sheet

Strategic Objective: Strengthened Institutional Capacity for Economic Reform and Enhanced Capacity to Revive Agricultural Growth

Intermediate Result: Private Sector Services of Selected Institutions Improved

Indicator: Number of additional retail outlets distributing fertilizer

DESCRIPTION

Precise Definition(s): Private sector retail outlets distributing fertilizer refers to both the revived and/or new retailers engaged in competitive fertilizer distribution as a result of USAID supported program intervention.

Unit of Measure: Number/counts

Desegregated by: Geopolitical zones

Justification/Management Utility: Currently, fertilizer marketing and distribution in Nigeria are in the hand of the public sector characterized by inefficiencies and rent seeking practices. The USAID supported program is designed to assist the private sector become more competitive and provide cost effective fertilizer marketing and distribution service. Change/increase in the number of private retail distribution outlet is a direct measure of the sector's efficiency and competitiveness.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Direct enumeration of revived or new entrance (individuals and private agribusiness) in input supply and marketing. IFDC is the lead-implementing partner responsible for data collection.

Method of Acquisition by USAID: Regular biannual technical progress report.

Data Source(s): IFDC's database

Frequency/Timing of Data Acquisition: Biannual

Estimated Cost of Data Acquisition: Built in contract

Responsible Individual(s) at USAID: Abudukadir Gudugi

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 2002

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: Review of institutional capacity and record of Implementing partners, interview selected clients/beneficiaries of the program

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Frequency/mean and median by lead IPs to be cross checked by USAID/N

Presentation of Data: Bar and line graphs showing control (baseline), target and actual by gender and geopolitical regions

Review of Data: Annual review of data by program managers (Abdulkadir, Okaro, Levin and Duguma) and EGI SO team during portfolio review.

Reporting of Data: Summary tables and narrative in annual reports, portfolio review, selected working paper series for wider dissemination

OTHER NOTES

Notes On baselines/Targets: Base line at commencement of the program is 0. Currently, the fertilizer supply and marketing is controlled by the public sector.

Location of Data Storage: MS Excel File (C:\mydock\EGIpmp\EGAGIFDC performance data.xls) on communication specialist (Mr. Frank Okafor's computer) (To be developed)

Other Notes:

THIS SHEET LAST UPDATED ON: 12/ 18 /01

Performance Indicator Reference Sheet

Strategic Objective: Strengthen Institutional capacity for economic reform and enhance capacity to revive agricultural growth

Intermediate Result: Private Sector services of selected institutions improved Private Sector services of selected institutions improved

Indicator: Default rates on MFI loans portfolio for USAID assisted Unit

DESCRIPTION

Precise Definition(s): Default rate is defined as the percentage of borrowers who fail to repay all due loans on an agreed repayment schedule. A loan is considered in default if one installment payment is late by 30 days. A unit is a USAID trained 15- person group attached to an MFI.

Unit of Measure: Percentage (%)

Desegregated by: MFIs , Zones and Gender

Justification/Management Utility: A low default rate is a measure efficiency and best SME practice. It measures the commitment and effectiveness of MFIs and as such will serve as a measure for determining whether an MFI will be allowed to continue to participate in the program.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Data will be retrieved from the computer system of MFI through the Implementing Partner (TBD)

Method of Acquisition by USAID: SO2 receives the data through IP's monthly reports

Data Source(s): IP (TBD)

Frequency/Timing of Data Acquisition: Monthly

Estimated Cost of Data Acquisition: Built into contract

Responsible Individual(s) at USAID: MicroFinance Advisor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: August 2002

Known Data Limitations and Significance (if any): None for now

Actions Taken or Planned to Address Data Limitations: TBD

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SO2 Project Officer will collate data from the different sources and produce a comparative analysis against baselines and set targets

Presentation of Data: chats and graphs

Review of Data: : SO team will review data twice in the year to ensure that data are consistent and meet the needs of Portfolio Review and R4 reporting

Reporting of Data: Use in annual report.

OTHER NOTES

Notes on Baselines: TBD: Target – 2% default rate:

Location of Data Storage: MS Excel File (C:\mydocument\EGI\pmp\EGI-AG IITA1.xls) on a computer in the office of EGI Information Specialist

Other Notes:

THIS SHEET LAST UPDATED ON: 12 / 18 /01

Strategic Objective No. 3

DEVELOP THE FOUNDATION FOR EDUCATION REFORM

- # education policy reform initiatives presented at national level
- Increased English literacy and numeracy scores of students in targeted schools
- % English literacy and numeracy agendas implemented in targeted schools
- % of NOIC graduates of Lagos and Delta State programs employed

IR 3.1 Functioning Policy Support System in targeted states

- 3.1.1 % of data collection forms reliably completed at school level and precisely recorded to State level
- 3.1.2 # of effective Policy Issue Presentations (PIPs) made at target fora

IR 3.3: Community Participation in primary education increased in targeted states

- 3.3.1 % of targeted schools develop literacy & numeracy agendas.
- 3.3.2 # the target communities that have received their first grant to carry out literacy & numeracy agendas.
- 3.3.3 % of communities with self-governing institutions that have adequate management capacity to implement community literacy & numeracy agendas.

IR 3.2 Teacher training in English literacy and numeracy improved in targeted states

- 3.2.1 # IRI (Interactive Radio Instruction) lessons (literacy / numeracy) produced and broadcast
- 3.2.2 % of trained master teachers functioning effectively
- 3.2.3 # teachers in targeted schools trained in IRI methodology
- 3.2.4 % of teachers adopting new literacy/numeracy methodology

IR 3.4: Skills training for out-of-school youths improved in target states

- 3.4.1 # of students in Kano skills training institutions participating in courses revised and/or added to reflect market needs as a result of NOIC activity
- 3.4.2 # of trainees having received HIV/AIDS instruction and/or Conflict Mitigation training

1. The first part of the document discusses the importance of maintaining accurate records of all financial transactions. This includes not only income and expenses but also assets and liabilities. Proper record-keeping is essential for determining the true financial position of an individual or organization.

2. The second part of the document focuses on the importance of budgeting. A well-defined budget allows individuals to track their spending and ensure that they are living within their means. It also helps in identifying areas where savings can be made and in planning for future financial goals.

3. The third part of the document discusses the importance of investing. Investing allows individuals to grow their wealth over time and to protect their money from inflation. There are many different investment options available, and it is important to choose the ones that best fit an individual's risk tolerance and financial goals.

4. The fourth part of the document discusses the importance of insurance. Insurance provides a safety net in the event of an unexpected event, such as an accident or illness. It is important to have adequate insurance coverage to protect one's financial future.

5. The fifth part of the document discusses the importance of estate planning. Estate planning involves making arrangements for the management and distribution of one's assets in the event of death or disability. It is important to have a will and other estate planning documents in place to ensure that one's assets are distributed according to their wishes.

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Indicator: # education policy reform initiatives presented at national level

DESCRIPTION

Precise Definition(s): Documented (in report/study format) processes and results of all USAID targeted initiatives in the education sector are provided to and discussed with relevant Education Sector Assessment (ESA) working groups at Federal level for consideration in revised national education policies. The initiatives include: (a) teacher training, (b) interactive radio instruction (IRI), (c) community participation, (d) policy support systems and (f) youth development. In the case of youth development processes and results will also be discussed with the National Directorate of Employment

Unit of Measure: initiative presented

Disaggregated by:

Justification/Management Utility: This important set of pilot initiatives in respective states will inform national education policy analysis and subsequent discussions on education reform. Each initiative is in essence a piece of action research in a particular policy area conducted at the state and sub-state level. The success or failure of these initiatives will help Nigeria to identify feasible and effective strategies for education reform and assist in defining USAID long-term strategy in the education sector.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Interim reports and final reports for each intervention prepared using all existing project documentation.

Method of Acquisition by USAID: Short term local and international TA and Project Staff

Data Source(s): LEAP/partners

Frequency/Timing of Data Acquisition: Mid-term review and three months before project conclusion

Estimated Cost of Data Acquisition: Nil. Project activity.

Responsible Individual(s) at USAID: Sandy Ojikutu; Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June 02. By this time it should be possible to assess if the NOIC initiatives in youth development are going to provide useful information on policy options in this area.

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: Annual program reviews, end-of-project (EOP) review

Presentation of Data: Intermediary and final reports combining narrative, tables, conclusions and policy recommendations presented to respective ESA working groups

Review of Data: Progress towards EOP reports will be reviewed SO4 team through reviewing quarterly reports with implementing partners

Reporting of Data: Stand-alone reports. State and national colloquia at EOP

OTHER NOTES

Notes on Baselines/Targets: Activity reports and presentations to be presented to working groups and high profile events

Location of Data Storage: LEAP Abuja office and NOIC Lagos Office

Other Notes: USAID may consider an independent evaluation of the policy reform initiatives to validate findings of LEAP team.

THIS SHEET LAST UPDATED ON: 12/13/01/

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Education Reform

Indicator: Increased English literacy and numeracy scores of students in targeted schools

DESCRIPTION

Precise Definition(s): Literacy and numeracy scores of pupils at the relevant grade levels (4, 5 and 6) in the target schools will be compiled as a baseline survey at the end of the current school year (before interactive radio instruction lessons are generally broadcast). Test scores for a sample of pupils at the appropriate grade level will again be compiled and compared to the baseline at the end of each following school year. Testing experts (international and Nigerian) will be deployed in January 02 to assess the availability and reliability of data from the existing pupil assessment system. Their research will include the MLA (Monitoring of Learning Achievement) assessment done in 1996 (as a basis for a grade four test); and grade six statewide primary leaving exams. If final test scores are unavailable or data are invalid, pupil literacy and numeracy achievement tests will be developed and administered to measure English literacy and numeracy.

Unit of Measure: Pupil test scores

Disaggregated by: *urban/rural, state, grade, gender, school type, receipt of incentive grant*

Justification/Management Utility: An increase in pupil test scores from the baseline represents the cumulative impact of the each of intermediate results 3.1 policy, 3.2 teacher training and 3.3 community participation. Increased test scores for the grade levels at the target schools is the clearest way to show increased literacy and numeracy in English. This is the single most important measure of SO accomplishment. If clear improvement were shown then the initiatives supported by USAID would appear to form a very promising set of strategies of address basic education quality in Nigeria.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Testing consultants whose input is expected in January 02 will revise or develop appropriate test instruments for each grade level, and advise on an appropriate sampling size for each target state. Test scores will be collected from targeted schools in the sample once a year after completion of the baseline survey, or achievement tests will be administered, scored and recorded at the end of the school year if school test scores are deemed invalid, inaccurate or unreliable. Master teachers in each school, who will be trained by the project, will be responsible for collecting the data and transmitting it to LEAP state offices.

Method of Acquisition by USAID: Data will be available to USAID at any time, and will be presented and analyzed in a yearly report

Data Source(s): LEAP monitoring and evaluation officer

Frequency/Timing of Data Acquisition: Once a year as part of an end of year school assessment

Estimated Cost of Data Acquisition: \$55,000 per annum, already part of contract cost

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: In January two testing consultants (one international, one Nigerian) will review available tests and make a testing plan. The receipt of this plan will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): Likely data limitations will be diagnosed by the consultants. Important issues will include test scores being recorded incompletely and/or inaccurately in each school or LEGA, whether test scores accurately measure literacy and numeracy levels of pupils, whether test scores reflect a level of standardization from school to school, and state to state; whether test scores accurately measure appropriate levels of achievement.

Actions Taken or Planned to Address Data Limitations: Testing consultants will be engaged regularly throughout the project to analyze tests for validity and reliability, to confirm that tests accurately measure literacy/numeracy levels, accurately measure pupil achievement vis-à-vis curriculum objectives, and reflect an acceptable level of standardization among schools and states. If tests and/or test scores are judged unacceptable, new literacy/numeracy achievement tests will be developed and administered, building on the work of the MLA (Monitoring of Learning Achievement).

Date of Future Data Quality Assessments: Yearly following tests administered at the end of the school year.

Procedures for Future Data Quality Assessments: Testing consultants will analyze a sample of tests and test scores from target schools in each of the target states and will make recommendations regarding development or revision of tests to measure achievements in literacy/numeracy in grades 4, 5 and 6.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Baseline data will be analyzed by testing consultants and LEAP following data collection. Subsequent yearly data collected will be analyzed by testing consultants and LEAP monitoring and evaluation officer.

Presentation of Data: : Appropriate graphic form (tables, charts, graphs) comparing pupil achievement in target schools on a statewide basis. Data from the three states will then be compiled and compared.

Review of Data: Relevant quarterly Report reviewed by SO team with implementing partners

Reporting of Data: R4, APR and Quarterly Reports

OTHER NOTES:

Notes on Baselines/Targets: Assumptions include test scores that provide an accurate and reliable measurement of pupil literacy/numeracy, and reflect a level of standardization among schools and states

Percentage Increase Test Scores From Baseline By Year

State	Baseline June 2002	Year 1 Sept 2002 to June 2003	Year 2** Sept 2003 to EoP
Kano-English literacy Public English medium	*0		
English literacy Islamiya²	0		
English literacy Qur'anic³	0		
Kano-numeracy in English Public English medium	0		
Numeracy in English Islamiya	0		
Numeracy in English Qur'anic	0		
Nassarawa-English literacy Public English medium	0		
English literacy Islamiya	0		
English literacy Qur'anic	0		
Nassarawa-numeracy Public English medium	0		
Numeracy in English Islamiya	0		
Numeracy in English Qur'anic	0		
Lagos-English literacy Public English medium	0		
Lagos-numeracy in English Public English medium	0		

* baseline figures to be determined

** EOP = end of project. Testing would take place in June after the end of contract February 04.

2 Assumes Islamiya schools do not use English as a medium of instruction at the primary level

3 Qur'anic schools do not use English as a medium of instruction at the primary level

Location of Data Storage: Data files will be maintained in the state offices and in the LEAP office

THIS SHEET LAST UPDATED ON: 12/13 /01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Indicator: % literacy and numeracy agendas implemented in targeted schools

DESCRIPTION

Precise Definition(s): *Literacy & Numeracy Agendas:* are detailed plans for containing priority actions which if implemented will improve literacy and numeracy in primary schools. Examples of actions might include: a parent commitment to providing children with a place to study at home; an agreement by the LGEA to post more qualified teacher to the school; a budget allocation to purchasing a library box of children's readers; a teacher commitment to giving pupils maths tests each week. Agendas are developed in collaboration with community institutions and LGEAs. *Implemented* means at least five priority agenda items have been put into action by the community with or without grant funding. Prioritization of agenda items will be done by the community itself as part of its agenda setting and progress review process and will be an integral part of the an agenda. Communities will be encouraged to prioritize items which will have an immediacy of impact on literacy and numeracy, are feasible with the prevailing resources and policy constraints and enjoy consensual support from stakeholders.

Unit of Measure: Percentage of schools implementing five priority literacy and numeracy agenda items before the conclusion of the project.

Disaggregated by: State, LGEA, school type

Justification/Management Utility: The implementation of agenda items demonstrates the capacity of communities and civil society to work together to accomplish improvements in children's education. It is expected that they will have rapid and fairly direct impact on pupil achievement in terms of literacy and numeracy. It is thus an important measure of whether the community participation in education can be achieved using the program's strategy and whether it appears to be contributing to improved pupil learning. Success in this indicator would provide strong evidence for the importance of involving civil society and communities more in the education reform process and for this to be a substantial component of USAID's long-term education strategy for Nigeria.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: On-site visits by NGO trainers (ongoing) and sample verification by LEAP Monitoring and Evaluation staff (quarterly) using structured assessment instruments. The instruments will examine each agenda item which the community claims is being implemented for features indicative of implementation such as responsible persons nominated, resources allocated, decisions/information disseminated, priority status, reporting and monitoring taking place, evidence provided of outputs of activity and impact. The instruments will provide a categorization of items as implemented (completed or on-going), under-preparation and no-serious action.

Method of Acquisition by USAID: LEAP quarterly reports.

Data Source(s): Reports by NGOs

Frequency/Timing of Data Acquisition: Continuous as part of program activities

Estimated Cost of Data Acquisition: \$20,000. Already part of contract sum.

Responsible Individual(s) at USAID: Melinda Taylor, Basic Education Program Officer

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 3 months after first literacy agendas are approved LEAP will start sample checking of completed assessment instruments. The LEAP M&E team including the State NGO trainer will do this. This will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): community respondents are likely to exaggerate the extent of implementation to "please" the interviewers. NGO staff will probably be biased towards reporting successful implementation.

Actions Taken or Planned to Address Data Limitations: If consistent bias in assessment is detected for a particular group of schools or NGO, then LEAP will retrain the NGO personnel in assessment and in that process carry out reassessment of the target schools. Instruments tests will be adapted to minimize the scope for innocent bias / misreporting.

Date of Future Data Quality Assessments: Quarterly

Procedures for Future Data Quality Assessments: LEAP M&E Coordinator and NGO teams to review data quarterly and to conduct large sample data quality corroboration Nov 2003 toward the closing months of the project in order to substantiate the accuracy of data and the conclusions of final reports.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: To be carried out in country by LEAP Monitoring and Evaluation staff with support from World Education's Monitoring and Evaluation Specialist based in Boston.

Presentation of Data: Excel spreadsheets and bar charts showing percent of the 200 schools implementing literacy agendas and the number having implemented a given number. These will be incorporated in Quarterly Reports.

Review of Data: SO Team will review quarterly reports with implementing partner

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: Cumulative indicator starting at zero. It is not anticipated that 100% implementation will be achieved by the end of the program period. A certain number of communities may fail to develop the capacity to implement successfully. Others may move slowly on some agenda items and still be continuing implementation after the conclusion of the project. Some agenda items may be the responsibility of person and institutions, which the community can only influence but not control. The program will encourage a strategy of implementing a few agenda items fully and sustainability before moving onto items lower down the priority list. This target emphasizes accomplishment rather than process. Thus some schools with lower levels of democracy and institutional capacity may still implement their literacy agendas effectively.

Year	No of Agenda Items Implemented	Target Schools	Actual	Comment
February 2002	1 2 3 4 5 >5			It is likely that some schools with good leadership are already implementing some literacy improvement activities
January 2003	1 2 3 4 5 >5			
November 2003	1 2 3 4 5 >5			

Location of Data Storage: State and Abuja office

Other Notes:

THIS SHEET LAST UPDATED ON: 12/ 13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Educational Reform

Indicator: % of NOIC graduates of Lagos and Delta State employed

DESCRIPTION

Precise Definition(s): *Employment:* a graduate is considered employed when they have obtained a salaried position, are self-employed in their own business or are employed in an informal sector business of another person. *Graduates:* those trainees who successfully graduate from the Lagos and Delta State skills training programs in Dec '01 and June '02 who attend the graduation ceremony planned for October '02

Unit of Measure: percentage of graduates employed

Disaggregated by: State, gender, vocation, period since graduation

Justification/Management Utility: This indicator measures the impact of the NOIC programs on youth employment and thereby provides a measure of the efficiency of this kind of skills training in addressing the problem of youth unemployment. It will thus help to establish whether such interventions are usual strategies to be included in Nigeria's education reform and USAID new country strategy. Comparison of employment between vocations will help NOIC to assess if curricula and course numbers have been well adapted to market needs.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Newly designed questionnaire will be administered two days before graduation in Oct '02 for both Dec 01 and June 02 graduate batches (from NOIC graduate trainee register). Data collected will include the date of graduation and the employment commencement date so that analysis can be made of the period between these two events.

Method of Acquisition by USAID: Survey reports prepared by NOIC Warri and Lagos

Data Source(s): Newly designed questionnaire for employment and existing course registers showing graduates.

Frequency/Timing of Data Acquisition: once a year

Estimated Cost of Data Acquisition: Budget items include: materials, vehicle rental, possibly outside consultant, design of questionnaire, analysis, reporting. Total estimated \$2,000. This will be covered from the contract.

Responsible Individual(s): OICI Resident Advisor (Lagos); Monitoring and Evaluation Specialist (National Secretariat)

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: In February '02 NOIC will administer a test questionnaire and determine if graduation attendance is sufficient for assuming data validity. Thus March '02 will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): Graduation attendance is likely to be less than 100%; however veracity of responses likely to be high because those unemployed will want to continue receiving NOIC employment services; attendee and non-attendees may have very different profiles including employment outcomes

Actions Taken or Planned to Address Data Limitations: To promote attendance NOIC will consider paying incentives to attend the graduation, possibly N500; in addition there will be a spot check (5%) on claimed employers verify responses; in both Feb and Oct a sample of non-attendees will be traced, the questionnaire administered to them and the significance of their responses in relation to the total sample analyzed

Date of Future Data Quality Assessments: Feb. 02

Procedures for Future Data Quality Assessments: as stated above

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: NOIC will require a Plan for training, software purchase and training, data input support; M and E Officer will require most of the training

Presentation of Data: In OICI Dec 02 quarter report

Review of Data: Quarterly Report reviewed by SO team with implementing partners

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: OICI proposal target of 70% adopted as "necessary" to prove effectiveness of intervention for future incorporation in Nigerian national policy and USAID future country program

Location of Data Storage: NOIC Secretariat (Lagos)

Other Notes:

THIS SHEET LAST UPDATED ON: 12 /12 /01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Intermediate Result: IR 3.1: Functioning Policy Support Systems

Indicator: 3.1.1 Percent of data collection forms reliably completed at school level and precisely recorded to State level

DESCRIPTION

Precise Definition(s): *Data Collection Forms:* For each state, 3 policy issues will be identified (e.g. teacher qualification, student enrollment, student performance on end of cycle exams) and data collected on those issues on existing or revised forms at the school level. Forms will be aggregated at LGEA planning research and statistics (PRS) section and will be aggregated again at State level (PRS) in databases. It is expected that several forms will be used in each project school. *Reliable* means that the data on the forms is 100% valid, complete and consistent with the situation in the school. *Precisely recorded:* means that the information in the LGEA and SPEB databases accurately and completely incorporates the data on the school forms.

Unit of Measure: data collection forms 100% representative of the school situation precisely recorded in LGEA/SPEB database.

Disaggregated by: State, LGEA, school type

Justification/Management Utility: The purpose of this indicator is to use the 330 LEAP focus schools to measure the accuracy and reliability of the education management information system and track improvements over the life of the program. Accurate reliable data is the first step in policy support systems. Standard data collection forms are the most common method to collect school information. This indicator measures the systemic ability to record and transcribe accurate information collected from the schools and presented at the State level for decisions on resource allocation and policy considerations. Improvements in the information systems successfully introduced by the program may provide a basis for reform in across the whole state and even at the national level. Data verification processes developed to measure this indicator could form the basis of systems to verify national databases.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Policy Support Teams (including project staff) at State and LGEA level to verify validity of data on forms completed for all schools in targeted LGEAs during school site visits; State Policy Advisor to assist LGEA and SPEB PRS staff to cross-check data input into LGEA and SPEB databases. This is expected to be on a bi-annual basis but since it is possible that data will be collected on an issues basis rather than through a traditional schools census the appropriate timing and frequency of data collection may be determined by the nature of the issue. For example it may be desirable to collect attendance data at a given point during each term while teacher data is best collected once after annual staff posting exercise.

Method of Acquisition by USAID: Quarterly reports to USAID based on bi-annual verification exercise report

Data Source(s): Revised or existing forms and databases for three policy issues

Frequency/Timing of Data Acquisition: Two times per year (September and April)

Estimated Cost of Data Acquisition: Nil. Part of data improvement activities of project

Responsible Individual(s) at USAID: Sandy Ojikutu

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: October '02 (after the first data verification) will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet. In January/February 2001 it is planned to have an international consultant review and analyze the current state, LGEA and school information systems and data flows as a basis for advising on the process of reform. The consultant is expected to diagnose specific issues of data quality, which will need to be addressed in the reform including during verification exercises. This consultant will also lay the groundwork for the data quality assessment of this indicator.

Known Data Limitations and Significance (if any): A World Bank study assessing the reliability of data has been completed which will be reviewed by LEAP staff by the end of January 2002

Actions Taken or Planned to Address Data Limitations: An agenda of actions will be developed out the work to be undertaken by short term TA in January/February 2002.

Date of Future Data Quality Assessments: Sept 02, April 03, Sept 03 (during data verification exercises at the beginning and end of school year)

Procedures for Future Data Quality Assessments: Verification by sample from the population of schools in LGEA

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Analyzed by LGEA and State Policy Support teams under Chief Policy Advisor supervision at verification dates

Presentation of Data: Quarterly reports

Review of Data: Quarterly Report reviewed by SO team with implementing partners

Reporting of Data: R4, APR and Quarterly Reports

OTHER NOTES

Notes on Baselines/Targets: Baseline reliability levels will be set by February '02 after analysis of information systems and data flows and consultations with World Bank

Location of Data Storage: Reports to multi-level stakeholders held at LGEA and with LEAP regional office.

Verification reports held by LEAP M&E co-coordinator. Original forms to be held at LGEA and SPEB PRS service.

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform.

Intermediate Result: 3.1 Functioning Policy Support Systems.

Indicator: 3.1.2 # of effective Policy Issue Presentations (PIPs) discussed at target fora.

DESCRIPTION

Precise Definition(s): A *policy issue presentation* (PIP): In general terms, a PIP, is raw data that has been collected, processed, analyzed and presented in a manner that is relevant to the policy issue for which the data was collected. A PIP thus encapsulates the use of data for decision-making. The PIP format may differ by stakeholder level (State, LGEA and school/community). At the school or community level, simple analytical props such as comparative tables and pie charts may be sufficient. At LGEA or State level a more comprehensive report may be required. It is anticipated that only one PIP will be discussed at each forum.

A *target forum* is a consultative meeting between education stakeholders with the explicit objective of discussing policy issues within the context of a "literacy and numeracy agenda", which is an action plan developed by local and state governments to improve learning within their schools. It is planned to hold regular fora (at least six monthly) at the state level (SPEB: State Primary Education Board) and at each target LGEA (Local Government Education Authority). Participants at the LGEA level will include school delegates. School level fora will debate policy but the use of PIPs in school level debates will not be counted as part of this indicator because the number will be so great that it will be difficult to monitor and make reliable judgments on PIP effectiveness at the school level.

Effectiveness means that the PIP responds to the demands of the stakeholders at the forum, is comprehensible and answers or illuminates questions that were raised with regard to the policy issue. Effectiveness will be measured using a checklist incorporating the foregoing issues and thus demonstrating effective analysis and presentation.

Discussed indicates that a PIP has not been effective if it is passively received. Instead it must be actively discussed as part of a dialogue among stakeholders at the forum and influence that discussion. A PIP will be considered to have influenced the discussion if the topic reflected in a written record of the discussion such as meeting minute or a literacy and numeracy agenda.

Unit of Measure: An Effective Policy Issue Presentation (PIP) discussed at a for a

Disaggregated by: Policy issues; LGEA

Justification/Management Utility: Reliable data is a tool to further dialogue. For this dialogue to take place, the data must be analyzed and presented in a comparative way. The analysis must address the policy issue and be presented in a way that addresses policy questions. The presentation then needs to be disseminated to the stakeholders that demanded the information. Dialogue then follows. The indicator captures the quantity as well as quality of policy discussions. If it is possible to develop and discuss effective PIPs on a regular basis at each level of the system then it demonstrates that a policy support systems is useful and that it is possible have broad stakeholder participation in the policy process.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Copy of PIPs and documentary record of fora discussion collected by State Policy Advisor and Policy Support Teams (PST) from state and LGEA fora and evaluated using PIP checklist. Random and period corroboration of the checklist assessment by LEAP staff (see comments under data quality)

Method of Acquisition by USAID: Tabular summary of PIPs disaggregated by LGEA and issue

Data Source(s): Implementing partners/LEAP

Frequency/Timing of Data Acquisition: Progressive over the life of the project

Estimated Cost of Data Acquisition: Nil. Part of data improvement activity

Responsible Individual(s) at USAID: Sandy Ojikutu

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June 2002 will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): LEAP staff will have to ensure that criteria for *effectiveness* applied equally across states and LGEAs by training policy support teams and state staff on use of the PIP checklist.

Actions Taken or Planned to Address Data Limitations: Advisor and/or Coordinator to conduct quality review of PIP and the checklist application during first PIP presentations at state and LGEA level. Issues arising from this review will be used as the basis for the training mentioned above.

Date of Future Data Quality Assessments: Random sampling of three PIP checklist evaluations per LGEA policy support team per year by state policy officer. State policy officers to share examples of PIPs at bi-annual LEAP meetings in Abuja.

Procedures for Future Data Quality Assessments: Site visits to states and LGEAs for focus group discussion with fora participants to review the effectiveness of PIP discussion in comparison to checklist evaluation.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Annual summary review by Advisor/coordinator, plus reports from review of sample PIPs

Presentation of Data: see table under "other notes"

Review of Data: Linked to consultation cycles

Reporting of Data: Annual reports. Quarterly monitoring by M&E, with running totals

OTHER NOTES

Notes on Baselines/Targets: Targets to be set after analysis of information systems and data flows. Sample PIP reviews to be selected by (i) random sample; (ii) advice from Policy Support Teams/state advisor.

Number of Targeted Fora by State and LGEA and School Cluster

	Year 1 (6 months to June 2002)		Year 2 (July 02 to June 03)		Year 3 (July 06 to EOP)	
	State	LGEA	State	LGEA	State	LGEA
Kano	0					
Nassarawa	0					
Lagos	0					

Location of Data Storage: LEAP state office

Other Notes:

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Education Reform

Intermediate Result: Teacher training in English literacy and numeracy improved (in targeted states)

Indicator 3.2. 1: # of IRI (Interactive Radio Instruction) lessons (literacy/numeracy) produced and broadcast

DESCRIPTION

Precise Definition(s): IRI lessons will be written and broadcast for grades 3, 4, 5 and 6. The lessons will be broadcast for each grade level 3 times a week for 30 minutes for a 30-week school year. Each grade receives 90 IRI lessons per year, for a total of 360 IRI lessons in a full academic year.

Unit of Measure: 30 minute IRI lesson

Disaggregated by: N/A

Justification/Management Utility: The IRI lessons constitute the most direct intervention aimed at improving pupils' literacy and numeracy achievements in the targeted schools and will be the focus of the initial teacher training workshops. This indicator measures the number of IRI lessons received by the pupils in the targeted schools and these lessons form the basis for improved pupil literacy to be measured in improved literacy & numeracy test scores. The radio tapes are a substantial product in themselves and can be re-broadcast for many years and used in to an expanded audience.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The final script of each IRI lesson shall be kept in a "means of verification" file, along with a cassette tape of each lesson and a record of each broadcast date and location

Method of Acquisition by USAID: This record will be available to USAID staff at any time

Data Source(s): The IRI lesson scripts and cassettes and the broadcast record available from the LEAP

Frequency/Timing of Data Acquisition: As IRI scripts are finalized and produced, and weekly for a broadcast record

Estimated Cost of Data Acquisition: No incremental cost

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: The broadcast of the first weeks of IRI lessons in Sep 02 will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): The broadcast record (date and time) of each lesson shall be obtained as part of the contract with the agency responsible for broadcasting the IRI lessons in each of the three pilot locations. An independent broadcast monitoring mechanism will be designed.

Actions Taken or Planned to Address Data Limitations: Additional verification of broadcast dates and times shall be made by the master teacher trained in each of the target schools

Date of Future Data Quality Assessments: Continuous

Procedures for Future Data Quality Assessments: As above

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Not required

Presentation of Data: Quarterly LEAP reports

Review of Data: Quarterly reports reviewed by SO Team with implementing partners

Reporting of Data: R4, APR, Quarterly Reports

OTHER NOTES

Notes on Baselines/Targets: The baseline for IRI lessons is presently zero. The targets were set as follows: An IRI intervention of 3 lessons per week of 30 minutes each will increase the level of pupil performance in literacy and numeracy.

Location of Data Storage: LEAP office

THIS SHEET LAST UPDATED ON: 12 /13 / 01

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Education Reform

Intermediate Result: Teacher training in English literacy and numeracy improved (in targeted states)

Indicator 3.2.2 : Percentage of trained master teachers functioning effectively

DESCRIPTION

Precise Definition(s): *Master Teacher:* At least one teacher in each targeted school shall be trained as a 'master teacher' to mentor and train all other participating teachers in the school. The planned ratio for master teacher to participating teachers is 1:6. If a targeted school has more than 7 target teachers, another master teacher will be trained.

Trained: Each teacher candidate for the position of 'master teacher' shall attend a teacher-training workshop. Signed, verified attendance lists of teachers attending the training workshop (name plus school and location) shall be kept for each training day. Each trainee shall be individually assessed by the end of the workshop as to the achievement of an acceptable level of acquisition of the training objectives, and the relevant knowledge and skills. Assessment may take the form of written tests, individual demonstrations or products. Individual trainee ratings, plus all rating instruments and rating criteria and the presenter's final report shall be included in the 'means of verification' file. Trained means that a trainee attends and completes the prescribed training course and scores an acceptable level in the end of training assessment.

While these teachers are training in IRI methodology, a needs assessment shall be undertaken to identify other significant in-service training needs. *Trained: Functioning effectively:* performing training and monitoring school-based duties (e.g. training sessions with other teachers, record keeping duties)

Unit of Measure: trained master teachers functioning effectively

Disaggregated by: *urban/rural, state, LGEA, gender, school type*

Justification/Management Utility: This particular indicator demonstrates that an effective teacher training cascade delivery system has been established. The performance of the master teachers is very important to the interactive radio instruction (IRI) because the master teacher trains the other teachers how to use the new methodology, monitors their performance and mentors them according to their performance. The master teacher will encourage the teachers to extend the use of interactive methodologies beyond the IRI lessons. The master teachers will also be involved in conducting needs assessment to identify other significant training needs.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Monitoring of master teachers performing school-based teacher training and record keeping shall be obtained by a 15% sampling of master teachers on a monthly basis following training by using an instrument (checklist) noting training sessions conducted, mentoring sessions, record keeping, etc. By taking a 15% sample the program will on average cover each master trainer twice before the end of the project. This will enable a comparison of performance ratings over time.

Method of Acquisition by USAID: The training and monitoring records will be available to USAID staff at any time.

Data Source(s): LEAP teacher training advisor

Frequency/Timing of Data Acquisition: Analysis of monthly sampling of master teachers performance will be included in quarterly reports.

Estimated Cost of Data Acquisition: Nil. Part of LEAP management system

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Master teachers will not start performing their duties until the first term of the 2002/03 school year in September. This is the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): The training data collection method represents a standard format for assessing training results. The implementing contractor's teacher training advisor and monitoring and evaluation officer shall work with the target schools and State primary Education Boards to develop a candidate selection criteria. They shall also coordinate with the training workshop presenter to ensure the validity and reliability of all assessment instruments and criteria. Master Teacher performance monitoring records will need to be reviewed and a sample verified to reduce the chances of misreporting and bias.

Actions Taken or Planned to Address Data Limitations: Trainees' attendance records shall be kept on a daily basis at both the beginning and end of the training session. Workshop presenter's contracts shall stipulate the provision of assessment instruments, which address specific training objectives. All assessment instruments and criteria shall be reviewed by the LEAP before the training workshop to ensure validity and reliability. The LEAP M& E Team will verify performance monitoring records every six months and based on findings LEAP state-monitoring staff will be re-trained and the instrument revised.

Date of Future Data Quality Assessments: Following each training workshop; monthly sampling of master teachers

Procedures for Future Data Quality Assessments: Each training workshop will use the same assessment procedure; sampling instruments shall be revised or modified as necessary

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Aggregate assessment data on each training workshops shall be analyzed to compare performance of successive trainees. Sampling of master teachers' performance of school-based tasks shall be analyzed, compared and compiled at state level monthly

Presentation of Data: LEAP quarterly reports

Review of Data: The SO Team will review quarterly reports with the implementing partner

Reporting of Data: R4, APR and Quarterly Reports

OTHER NOTES

Notes on Baselines/Targets: After training there is usually good compliance with most trainees attempting to perform the duties given to them. A few trainees find the transition from training environment to their schools challenging. With good monitoring and support the performance of this minority should be improved in subsequent months. As time passes the challenge becomes maintaining motivation and willingness to undertake these extra duties so that an end of project target should be a stable level of performance.

Location of Data Storage: All data shall be kept in the LEAP office

THIS SHEET LAST UPDATED ON: 12 /13 /01

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Education Reform

Intermediate Result: Teacher training in English literacy and numeracy improved (in targeted states)

Indicator 3.2.3: # Teachers in targeted schools trained in IRI methodology

DESCRIPTION

Precise Definition(s): *Teachers:* All teachers teaching pupils in Grades 3, 4, 5 and 6 in English literacy and numeracy in target schools will be trained and mentored in interactive radio instruction (IRI) methodology, classroom management and other key aspects of literacy and numeracy teaching by the 'master teacher' responsible for the school. This method of cascade training represents a realistic approach to IRI in-service training for classroom teachers.

Trained in IRI methodology: The master teacher responsible for each school will have made a commitment in terms of time and willingness to train, mentor and coach other teachers. The master-teacher training workshop will provide each master teacher trainee with the requisite training skills. A threshold definition for a teacher to be considered "trained" will be developed in the master teachers' workshop.

Unit of Measure: the number of Grade 3 – 6 teachers trained in each target school.

Disaggregated by: *urban/rural, state, LGEA, gender, school type*

Justification/Management Utility: A successful IRI program is dependant on the classroom teacher participating voluntarily and receiving adequate training in IRI methodology and classroom management. At the school level, an important factor is mentoring and peer cooperation. This indicator will also help to measure the initial effectiveness of the master teacher cascade system.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Each master teacher will keep a record of the number of teachers trained and evidence of training such as the date and length of training sessions and training materials. The Literacy Officer (LO) in each state education office will meet with each master teacher trainer once every eight weeks of IRI broadcasts to assess progress, collect training records and provide assistance at the school level. This data will be compiled on a state level.

Method of Acquisition by USAID: This training record will be available to USAID staff at any time

Data Source(s): LEAP monitoring and evaluation officer

Frequency/Timing of Data Acquisition: Data will be collected at the state level every eight weeks from the start of IRI broadcasts, and will be sent to the LEAP office within one week.

Estimated Cost of Data Acquisition: \$3,500. Already incorporated in contract.

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Teacher training will commence a few weeks before the initial IRI broadcast. Thus the first quarterly report after IRI has been broadcast for a month is the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): Data collection limitations include the master teacher's compiling the data in an accurate and timely fashion and providing this state-level data to the LEAP Office.

Actions Taken or Planned to Address Data Limitations: The accurate documentation of data showing the number and length of training sessions for teachers in targeted schools is highly dependant on the master teacher's ability and motivation to keep accurate and reliable records. Master teachers may neglect to keep records, or provide inaccurate or incomplete data. The state level officer will have to work with individual master teachers to ensure accurate and timely record keeping. A sampling of teachers in individual schools will provide verification of the number of training sessions conducted by the master teacher.

Date of Future Data Quality Assessments: Data quality assessments will occur during regular school visits

Procedures for Future Data Quality Assessments: school visits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The raw data comprised of each master teacher's training records will be compiled and analyzed bi-monthly for completeness by the state LEAP office, and compared on a state-wide basis.

Presentation of Data: Appropriate graphic form (tables, charts, graphs) compared to targets on a statewide basis. Data from the three states will then be compiled and compared.

Review of Data: The SO team will review quarterly reports with implementing partners

Reporting of Data: R4, APR and Quarterly Reports

OTHER NOTES

Notes on Baselines/Targets: Target will be training all relevant grade teachers in the targeted schools in IRI methodology. The data documenting the total target number of teachers in each targeted school will be collected during the baseline.

Location of Data Storage: Data files will be maintained in the state offices and in the LEAP office.

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Education Reform

Intermediate Results: Teacher training in English literacy and numeracy improved (in targeted states)

Indicator 3.2.4: Percentage of target teachers adopting new literacy/numeracy methodology

DESCRIPTION

Precise Definition(s): *Target Teachers:* represents the greatest possible number of relevant grade 3 - 6 teacher per school using the new interactive radio instruction (IRI) methodology. In many schools at the primary level each class is taught by a single teacher for core subjects including literacy and numeracy, in others subject specialists teach English and Maths. The target would include those teachers expected to utilize the IRI based on the needs assessment carried out with target schools. The program aims to improve numeracy through English and so Maths specialists teachers would not normally be included in the IRI methodology training unless a school decided that they should participate in lessons involving IRI broadcasts.

Adopting the new methodology: means that a teacher is using appropriate methodology in 50% of the IRI lessons, which they are scheduled to give each term. The assessment of adoption will be based on the master teachers records and will include an assessment of proficiency based on a lesson observation instrument.

Unit of Measure: N% of English teachers in targeted schools adopting the new methodology

Disaggregated by: *urban/rural, state, LGEA, gender, school type*

Justification/Management Utility: This indicator represents the goal of all possible teachers participating in IRI during broadcast times, and using the new methodology. The IRI target is 90 lessons per grade per year. Therefore once teachers are regularly using the new methodology in 50% or more of these lessons it demonstrates a technical proficiency in the requisite skills, which should make continued practice of them relatively easy for the teachers. This indicator is thus considered a good indication of the teachers' commitment to sustaining the new methodology. It is hoped that if this level of adoption is achieved that this will increase the likelihood of new methodologies being used in non-IRI lesson though the program timescale does not allow for this to be measured as a realistic target.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Data collection will depend on the master teacher in each target school keeping records of English teachers participating in IRI during broadcast times and on observing the use of the new methodology through sample lesson observation. LEAP officers will collect the master teachers' records of classroom teacher participation and assist the master teacher with data collection problems.

Method of Acquisition by USAID: Teacher methodology adoption records compiled by state at the LEAP office will be available to USAID staff at any time and will be summarized in quarterly reports.

Data Source(s): LEAP is responsible for providing the data to USAID

Frequency/Timing of Data Acquisition: Data will be collected at the state level every eight weeks from the start of IRI broadcasts, and will be sent to the LEAP office within one week.

Estimated Cost of Data Acquisition: US\$ 3,500. Already included in contract cost

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Summary data will be compiled for the first time within four weeks of the end of term in which initial IRI broadcast commences. Thus the first quarterly report after IRI has been broadcast for a month is the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): Data collection limitations include the master teacher's systematic record keeping of the exact number of target teachers participating in IRI during broadcast times and using the new methodology, the objectivity of lesson observation records and the state level officer's regular school visits, collection of data, assistance to the master teachers with record keeping, compiling the data in an accurate and timely fashion and providing this state-level data to LEAP

Actions Taken or Planned to Address Data Limitations: The state level officer will have to work with individual master teachers to ensure accurate and timely record keeping. A sampling of teachers in individual schools will provide verification of the quality of the data being provided by master teachers.

Date of Future Data Quality Assessments: Data quality assessments by the state level officer through sampling will occur on a bi-monthly basis

Procedures for Future Data Quality Assessments: school visits will cover

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The raw data comprised of each master teacher's training records regarding the number of teachers participating in IRI and adopting the new methodology will be compiled and analyzed bi-monthly for completeness by the state level monitoring and evaluation officer, and compared on a state-wide basis.

Presentation of Data: Appropriate graphic form (tables, charts, graphs), and compared to targets on a statewide basis. Data from the three states will then be compiled and compared.

Review of Data: The SO Team with review quarterly reports with the implementing partners

Reporting of Data: R4, APR and Quarterly reports

OTHER NOTES

Notes on Baselines/Targets: The target is that all the target teachers in a target school will be trained in IRI methodology, and that all teachers teaching the target grade-level pupil audience during the time of the relevant IRI broadcasts will participate and use the new methodology during at least 50% of the IRI broadcasts. This level of usage is still considered sufficient to see impact on pupil learning given 90 IRI lessons per grade per annum.

Location of Data Storage: Data files will be maintained in the state offices and in the LEAP office.

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Intermediate Result: Community participation in primary education increased

Indicator 3.3.1: % of targeted schools develop literacy and numeracy agendas.

DESCRIPTION

Precise Definition(s): *Literacy and numeracy agendas* are detailed plans for containing priority actions which if implemented will improve literacy and numeracy in primary schools. Examples of actions might include: a parent commitment to providing children with a place to study at home; an agreement by the LGEA to post more qualified teacher to the school; a budget allocation to purchasing a library box of children's readers; a teacher commitment to giving pupils maths tests each week. Agendas are developed in collaboration with community institutions and LGEAs. *Develop* relates to the point at which an agenda is adopted or approved by key stakeholders and will be defined after exploring different options to cover formal and Qur'anic schools institutional context in each state during the early school mapping processes in Feb '02. *Targeted schools* are the schools (formal & Qur'anic) selected to participate in the capacity building/grants aspect of LEAP program. The targeting of schools will be based on criteria including school commitment to participative community processes and will be completed soon after LEAP starts work in each LGEA through the course of 2002. Some limited replacement of schools, which find they are unwilling to meet LEAP conditions, is considered acceptable.

Unit of Measure: Percent of targeted schools developing literacy agendas.

Disaggregated by: State, LGEA, school types

Justification/Management Utility: Literacy agendas form the basis of successful community participation in primary school improvement. They will include action items for the parents, the community, the school and the LGEA to implement as a basis for improving literacy and numeracy in primary schools. Some agenda items will be policy related, others may be pedagogical in nature and some will be suitable for inclusion in a grant application by the school. The ability to prepare and mediate an agreed agenda will indicate a significant step in developing community capacity to participate in primary education improvement activities.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Copies of agendas be collected from each community as soon as they are developed and will be subject to a desk review by NGO and LEAP staff. This will then be supplemented by on-site visits by NGO trainers (ongoing) and sample verification by LEAP Monitoring and Evaluation staff (quarterly). This review process will involve using structured assessment instruments to carry out both the desk review and field assessment. The instrument will assess the quality (including content, practicability, process and participation issues) of agendas produced and ensure that key stakeholders have approved them. Collection, filing and recording of literacy agendas will be an ongoing part of program documentation process. LGEAs will be encouraged to develop this system, as part of their policy, planning and administrative system but LEAP will operate a parallel system at least initially.

Method of Acquisition by USAID: LEAP quarterly reports.

Data Source(s): Reports by NGOs accompanied by copies of literacy agendas.

Frequency/Timing of Data Acquisition: Continuous as part of program activities.

Estimated Cost of Data Acquisition: \$40,000. Already included in contract cost.

Responsible Individual(s) at USAID: Melinda Taylor, Basic Education Program Officer

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 3 months after first literacy agendas are approved the first sample verification exercise by LEAP M&E staff will take place. This will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): The quality and ownership of literacy agendas may be expected to be variable and this is an important reason for clearly defining what is involved in the "development" process and then regularly independently assessing the quality of both content and process of a sample of agendas.

Actions Taken or Planned to Address Data Limitations: The LEAP NGO trainer will provide feedback (and training) to NGOs to address issues from the verification in their ongoing work with the schools/community.

Date of Future Data Quality Assessments: Quarterly

Procedures for Future Data Quality Assessments: LEAP M&E Coordinator and NGO teams to conduct small sample community-level data quality corroboration in January 2003. This will be more in-depth than the quarterly sample verification and will require more time in communities conducting a participative review processes.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Data analysis will be carried out by in-country LEAP Monitoring and Evaluation staff with support from World Education's Monitoring and Evaluation Specialist based in Boston.

Presentation of Data: Excel spreadsheets and bar charts showing percent of the 200 schools developing literacy agendas will be incorporated in quarterly reports.

Review of Data: The SO Team will review the quarterly reports

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: The baseline is an accumulative indicator starting from 0. The target of working with 200 schools was set by the LEAP proposal based on an assessment of the maximum number of schools that can be reached given the time constraints and resource allocation. The % age target for this indicator will be set after the baseline.

Year	Target/Planned	Actual	Comment
2002 January		0	School selection will not start until Feb/March
2003 January			
2003 December			

Location of Data Storage: State office, LEAP headquarters (M&E Coordinator) with plans for parallel storage at the LGEAs

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform.

Intermediate Result: Community Participation in primary education increased.

Indicator 3.3.2: # of targeted communities that have received their first grants to carry out literacy and numeracy agendas.

DESCRIPTION

Precise Definition(s): *Literacy & Numeracy Agendas:* are detailed plans for containing priority actions which if implemented will improve literacy and numeracy in primary schools. Examples of actions might include: a parent commitment to providing children with a place to study at home; an agreement by the LGEA to post more qualified teacher to the school; a budget allocation to purchasing a library box of children's readers; a teacher commitment to giving pupils maths tests each week. Agendas are developed in collaboration with community institutions and LGEAs. *Targeted community:* schools (formal & Qur'anic) will be selected to participate in the capacity building/grants aspect of LEAP program. The targeting of schools will be based on criteria including school commitment to participative community processes and will be completed soon after LEAP starts work in each LGEA through the course of 2002. Some limited replacement of schools, which find they are unwilling to meet LEAP conditions, is considered acceptable. In each school a leading *community* institution (usually the PTA where present) will manage grants from LEAP of up to \$6,000 to be used in implementing aspects of the literacy agendas.

Receipt of a grant: A grant is considered received, when received by the bank of the relevant community institution. Grants may be dispersed in tranches and this "first" grant refers to the "first tranche". Prior to dispatching grants to any community LEAP will undertaken a detail capacity assessment with the community to ensure that the institutional and financial systems are in place to ensure good management of the funds. Training in financial management will normally precede this assessment for the community.

Unit of Measure: Number of communities receiving their first grant

Disaggregated by: State, LGEA, school type.

Justification/Management Utility: Grant disbursement is an important indicator of community capacity. It will indicate that the community institution has been assessed as capable of managing resources and items on their literacy agendas are worthy of funding. The grants component of LEAP represents a major resource for literacy improvement (\$1.2 million) and so it is important to monitor timely utilization of this resource. It is also important to track the receipt of funds and whether all appropriate local stakeholders are aware that their community has received funds. The fact that a large number of community organizations have been assessed to be capable of receiving grants is a major milestone in advancing the participation of communities in basic education.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Copies of bank statements counter-signed by key community stakeholders and NGO trainers will be sent to LEAP state offices; sample on-site visits by Community Grants Manager will confirm wide community knowledge of receipt of funds.

Method of Acquisition by USAID: LEAP quarterly reports.

Data Source(s): Reports from NGOs accompanied by bank statements.

Frequency/Timing of Data Acquisition: NGO monthly reporting process.

Estimated Cost of Data Acquisition: \$30,000. Already included in contract amount.

Responsible Individual(s) at USAID: Melinda Taylor, Basic Education Program Officer.

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: LEAP will commence internal audit one month after first grants disbursed. This will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): Transparency of receipt and usage of funds is expected to be a major capacity building issue, hence the emphasis on evidence that key stakeholders are aware that funds have been received. The possibility of collusion between NGO field staff and communities in abuse must also be considered.

Actions Taken or Planned to Address Data Limitations: Continuous audit by LEAP NGO trainers and grant accountants for verification of receipt, transparency and correct utilisation. Ongoing visits to sample community institutions will involve audit procedures and focus group discussions with key stakeholders to monitor possible abuse. Communities will be encouraged to report directly to LEAP if they have evidence of abuse.

Date of Future Data Quality Assessments: Monthly ongoing field visits by state level LEAP staff to sample communities

Procedures for Future Data Quality Assessments: NGO trainers and staff accountants to review all community financial statements monthly including copy bank statements. Periodic internal audit from LEAP Abuja office by the LEAP Assistant Community Grants Officer.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Analysis will be carried out by NGO grant accountants and community grants manager.

Presentation of Data: Excel spreadsheets and bar charts disaggregated by quarters, state, LGEA, Qur'anic and formal schools showing: the percent of the 200 schools receiving grants; number and amount of grants awarded to schools; variance between money disbursed and amount received.

Review of Data: SO Team will review quarterly reports with implementing partner

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: Baseline cumulative indicators start from 0. The expectation is that the first tranche of grants will be received well before the end of the project.

Year	No. of first grants received		Comments
	Target	Actual	
January 2002		0	
January 2003			Initial grants may be only a fraction of the budgeted total per school amount
December 2004			Should be 100% of target

Location of Data Storage: LEAP state office and cooperating NGOs.

Other Notes:

THIS SHEET LAST UPDATED ON: 12/13/01

To avoid version control problems, enter the date of most recent revision to the reference sheet.

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Intermediate Result: Community Participation in primary education increased

Indicator 3.3.3: Percent of communities with self-governing institutions that have adequate management capacity to implement community literacy and numeracy agendas.

DESCRIPTION

Precise Definition(s): *Targeted community:* schools (formal & Qur'anic) will be selected to participate in the capacity building/grants aspect of LEAP program. The targeting of schools will be based on criteria including school commitment to participative community processes and will be completed soon after LEAP starts work in each LGEA through the course of 2002. Some limited replacement of schools, which find they are unwilling to meet LEAP conditions, is considered acceptable. In each school a leading *community* institution (usually the PTA where present) will manage grants from LEAP of up to \$6,000 to be used in implementing aspects of the literacy agendas.

Self-governing is defined by an institution capable of electing and deselecting members in a democratic manner; and identifying, evaluating and resolving institutional problems. This definition will be further elaborated after the baseline in February

Adequate management capacity is shown by possessing the skills needed to develop, manage and advocate for literacy agendas include: establishing organizational goals (vision setting), strategic planning, proposal development, regular meetings of executive organs, capacity in financial management, demonstrated understanding of primary literacy and numeracy needs, and ability to articulate needs and identify possible solutions. A full list of characteristics will be incorporated in a structured a series of institutional capacity evaluation instruments. These instruments will be administered (some participatively and others more independently) progressively over the life of the program. Only communities scoring above prescribed "pass" levels will be considered to have adequate management capacity. LEAP implementing partners already possess such instruments but they will be refined and contextualized after completion of the LEAP baseline.

Literacy & Numeracy Agendas: are detailed plans for containing priority actions which if implemented will improve literacy and numeracy in primary schools. Examples of actions might include: a parent commitment to providing children with a place to study at home; an agreement by the LGEA to post more qualified teacher to the school; a budget allocation to purchasing a library box of children's readers; a teacher commitment to giving pupils maths tests each week. Agendas are developed in collaboration with community institutions and LGEAs.

Unit of Measure: Percent of communities scoring above the pass mark using LEAP's institutional capacity evaluation instruments

Disaggregated by: State, LGEA, school type

Justification/Management Utility: For community participation to be effective and sustainable, participation must be linked to established institutions, and these institutions need to have adequate self-governance structure and management capacity to implement community literacy agendas. The strengthening of robust community level institutions committed to improvement in basic education and with the capacity to implement focused agendas to achieve this will be a major policy success. It will demonstrate that communities and in particular parents are major untapped resource for educational reform.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Monitoring and evaluation of institutions by NGOs using a structured evaluation form employed regularly throughout the program to assess progress in institutional capacity building. Periodic sample visits by LEAP Monitoring and Evaluation team to verify data collected by the NGOs.

Method of Acquisition by USAID: LEAP quarterly reports.

Data Source(s): Monthly reports by NGOs accompanied by evaluation form.

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: \$30,000. Already included in contract amount.

Responsible Individual(s) at USAID: Melinda Taylor, Basic Education Program Officer

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: By July 2002 it is expected that a first batch of community institutional capacity assessments will have been completed. This will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet.

Known Data Limitations and Significance (if any): As qualitative measures will be collected in a quantitative manner the NGOs will need to be adequately trained on how to rate each institution. A tendency of NGOs to rate "their" communities favourably will be assessed by the sample checks from the LEAP M&E team.

Actions Taken or Planned to Address Data Limitations: If consistent bias in assessment is detected for a particular group of schools or NGO, then LEAP will retrain the NGO personnel in assessment and in that process carry out reassessment of the target schools.

Date of Future Data Quality Assessments: Semi-annually after the NGOs have completed their assessments.

Procedures for Future Data Quality Assessments: LEAP M&E, LEAP NGO Trainers and NGOs to review data quality on semi-annual basis and make recommendations for changes/improvements.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: To be carried out in-country by LEAP M&E staff with support from World Education's M&E Specialist from Boston

Presentation of Data: Excel spreadsheets and bar charts showing percent of community institutions assessed as being functional (calculated as a proportion of the number targeted for the quarter) displayed in quarterly reports.

Review of Data: SO Team will review quarterly reports with implementing partner

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: Cumulative indicators starting from baseline. Target will to be set following initial assessment. The target percentage for this indicator is likely to be set below 100% given Nigeria's relatively weak record in civil society development and quality local governance in the last few decades.

Year	%age of Communities Assessed as having Adequate Capacity				Comment
	Formal Schools		Qur'anic School		
	Target	Actual	Target	Actual	
Jan 2002		? %		? %	It is possible that a few communities already pass the "adequacy criteria" at the time of baseline
Jan 2003					
Jan 2004					

Location of Data Storage: State offices, NGOs and Abuja

Other Notes:

THIS SHEET LAST UPDATED ON: 12/13/01

Performance Indicator Reference Sheet

Strategic Objective: Develop the Foundation for Educational Reform

Intermediate Result: Skills training for out-of schools youths improved in target states

Indicator 3.4.1: # of students in Kano skills training institutions participating in courses revised and/or added to reflect market needs as a result of NOIC activity

DESCRIPTION

Precise Definition(s): *Students* will be those enrolled or having completed a course, which has a curriculum adapted to market needs as a result of NOIC work. Courses may vary between a few months and a couple of years depending on the skills taught. Thus some “new” courses may not have been completed by project end in Dec 2002. *Courses revised and/or added:* NOIC will document the process of curriculum revision or new course design to evidence course reform. This indicator will only include reform of skills training courses to reflect market needs. It will not include NGO capacity building, HIV/AIDS and Conflict Mitigation courses or the introduction of such components into skills courses.

Unit of Measure: Number of students enrolled/graduated since the start of a new/adapted course

Disaggregated by: industry/economic sub-sector; enrolled/graduated; gender

Justification/Management Utility: One of the main objectives of the Kano NOIC program is to influence existing training institutions to adopt new course or adapted existing courses to more closely reflect market needs for skills. This indicator shows the extent of the influence of this NOIC “policy” work by measuring the number of students affected by the new/adapted courses. This can be reviewed in the context of Kano total technical skills student numbers to see if the market needs research has had an extensive or limited impact on training provision in Kano. If large numbers of students have been affected then this will demonstrate the impact of this strategy of using research and advocacy to reform skills training to reflect market needs. The research and advocacy strategy if proven, might be a more cost-effective NGO intervention in this sector than direct skills training provision.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Training institution reports backed up by NOIC review of attendance and graduation records

Method of Acquisition by USAID: NOIC quarterly and end of project reports

Data Source(s): OICI Kano Resident Advisor

Frequency/Timing of Data Acquisition: cumulative from the date when the first adapted curriculum is introduced

Estimated Cost of Data Acquisition: Nil. Training institutions generally keep the records required as a matter of standard practice and NOIC data collection will be part of the normal institutional liaison visits necessitated by this activity.

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: March 02, when NOIC might expect the first new or adapted courses to be introduced, will be the first occasion when USAID will be able to complete an official data quality assessment. The rest of the comments in this section concern potential issues, which have already been identified at a theoretical level during preparation of this reference sheet. March 2002 when NOIC might expect to early adapted courses to be introduced

Known Data Limitations and Significance (if any): enrolment may be inflated by the independent skills training institutions for a variety of reasons probably unconnected to the NOIC intervention

Actions Taken or Planned to Address Data Limitations: NOIC staff will review not only reports but raw attendance data during their visits and make visits to trainee classes/groups to assess if attendance records approximate to reported enrollment.

Date of Future Data Quality Assessments: Where significant inflation of figures if found then NOIC may need to use actual observation estimates and/or attend graduation ceremonies.

Procedures for Future Data Quality Assessments: Regular visitation and inspection of partner institutions.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Data will be recorded according to agreed categories by the NOIC Kano office.

Presentation of Data: Quarterly reports

Review of Data: Quarterly Report reviewed by SO team with implementing partners

Reporting of Data: R4, APR and Quarterly Reports

OTHER NOTES

Notes on Baselines/Targets: A target is very difficult to estimate because course sizes vary greatly and as yet the market –needs research data has not be analyzed. It is therefore hard to assess which courses are likely to be changed. Also because NOIC is merely acting as a lobby group in respect of change it is hard to predict success.

Location of Data Storage: Kano NOIC office.

Other Notes:

THIS SHEET LAST UPDATED ON: 12 /12 /01

Performance Indicator Reference Sheet

Strategic Objective: Develop Foundation for Education Reform

Intermediate Result: Skills training for out-of-school youth improved in target states

Indicator 3.4.2: # of skills trainees who have participated in HIV/AIDS instruction and/or conflict mitigation training

DESCRIPTION

Precise Definition(s): *HIV/AIDS and Conflict Mitigation* are specific training modules, which are taught as part of another skills training. The training being discussed here is designed to assist the participant to develop positive behaviors as well as influence peers and other close associates. *Participated in training:* indicates that a trainee has completed the full module on HIV/AIDS or Conflict Mitigation Studies and achieved a minimum target attendance during the training.

Unit of Measure: # trainees (students participating in both courses will be counted twice)

Disaggregated by: HIV/AIDS and Conflict Mitigation, gender

Justification/Management Utility: HIV/AIDS and social conflict present two serious and very immediate threats to youth in Nigeria. It is critical that positive behaviors are developed by youth, which can empower them to avoid these threats. Reaching out-of-school youth population with appropriate programs for behavior change is difficult. If NOIC can develop successful strategies for youth undertaking skills training programs then these could be scaled up as part of the national and state efforts to address these problems.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: NOIC maintain detailed records of trainee enrolment and attendance for all programs including HIV/AIDS and/or Conflict Mitigation modules. From these records NOIC will summarize for each course the numbers of young men and women receiving training. Each training course will prescribe a minimum attendance, which if exceeded by a trainee will lead them to be deemed as "participating in training".

Method of Acquisition by USAID: OICI quarterly reports

Data Source(s): OICI Resident Advisors

Frequency/Timing of Data Acquisition: Twice a year in January and July 2002 at the completion of NOIC courses

Estimated Cost of Data Acquisition: Nil, part of contract cost

Responsible Individual(s) at USAID: Melinda Taylor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: An official USAID assessment could be carried out in January 02 on data presented in the OICI quarterly report for the period ending Dec 01.

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: By NOIC Monitoring and Evaluation Officer

Presentation of Data: tables and charts in quarterly reports

Review of Data: Quarterly reports reviewed by SO team and discussed OICI/EDC

Reporting of Data: R4, APR and quarterly reports

OTHER NOTES

Notes on Baselines/Targets: Data will cumulative starting from zero

Location of Data Storage: NOIC Lagos

Other Notes: Ideally a full program impact assessment of youth training on these topics would try to assess behavior change over time but this intervention is too short in duration and too small to enable effective measurement of this key impact.

THIS SHEET LAST UPDATED ON: 12/12/01

STRATEGIC OBJECTIVE NO. 4

Increased Use of Family Planning/Maternal and Child Health/Child Survival/Sexually transmitted disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment

Indicators:

- Couple-years of Protection (PSI; CEDPA, EngenderHealth, Pathfinder, JHU/PPFN)
- Contraceptive Prevalence Rate (NDHS)
- DPT 3 Coverage (Baseline – BASICS 20 LGA ICHS; Health Cards; NDHS)
- Exclusive Breastfeeding Coverage (Baseline – BASICS 20 LGA ICHS)
- Condom use at last high-risk sex (Nigerbus; KABP and BSS)

IR 4.1: Increased demand for family planning/reproductive health, HIV/AIDS and child-survival services

Indicators:

- % of non-users among reproductive-age women and men who intend to use contraceptive to prevent/space pregnancy in next 12 months.
- % aware of appropriate breastfeeding practices.
- % who know at least 2 ways to prevent HIV/AIDS.

IR 4.2: Increased access to and availability (supply) of family planning/reproductive health, HIV/AIDS and child-survival services and commodities

Indicators:

- # of condoms sold over past 12 months.
- # of HIV infected persons seen in collaborating health facilities with access to basic care and support.
- % of households with orphans receiving free help from outside the household over past 12 months.
- # of insecticide-treated nets (ITNs) sold nationwide.

IR 4.3: Improved quality of family planning/reproductive health, HIV/AIDS and child-survival services

Indicator:

- Level of quality of FP/RH services at clinical service delivery points (SDPs).
- % of facilities using standard immunization register.

IR 4.4: Increased capacity of family planning/reproductive health, HIV/AIDS and child-survival services

Indicator:

- # of staff of local sub-grantees trained to provide FP/RH information and services through USAID-funded projects.

IR 4.5: Improved policy environment for delivery of family planning/reproductive health, HIV/AIDS and child-survival services

Indicators:

- # of FP/RH policies, plans and guidelines in developed and adopted.
- # of HIV/AIDS policies, plans and guidelines in developed and adopted.

Performance Indicator Reference Sheet

Strategic Objective #4: Increased Use of Family Planning/Maternal and Child Health/Child Survival/Sexually Transmitted Diseases/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment

Indicator: Couple-years of Protection (CYP)

Date Established: April 28, 1995

Date Last Reviewed: August 24, 1998

Description

Definition: Calculated estimate of the protection against pregnancy provided by family planning services during one year period, based on the volume of all contraceptives sold or distributed free of charge to clients during that period. (Taken from "Handbook of Indicators for Family Planning Evaluation – Bertrand, Magnani and Knowles, page 149).

Contraceptives to be reported on include oral contraceptive pill; condom; vaginal foaming tablet (VFT); Depo-Provera injectable; Noristerat injectable; intrauterine device (IUD); NORPLANT Implant; Female Sterilization; Male Sterilization. USAID-funded services only will be reported.

Unit of Measure: Number

Method of Calculation: Multiply the quantity of each method distributed to clients by a conversion factor, which yields an estimate of the duration of contraception protection provided per unit of that method. The CYPs for each method are then summed over all methods to obtain a total CYP figure.

The following conversion factors approved by USAID in 1997 are currently in use by USAID/Nigeria:

Condoms/VFTs	150 pieces/CYP	Intra-uterine Device (IUD)	3.5 CYP/IUD inserted
Oral Contraceptive Pill	15 cycles/CYP	NORPLANT Implant	3.5 CYP/set of device
Depo-Provera Injectable	4 doses/CYP	Female Sterilization	8CYP/procedure
Noristerat Injectable	6 doses/CYP	Male Sterilization	8CYP/procedure

Justification/Management Utility: CYP is a rough proxy indicator to track progress when contraceptive prevalence rate (CPR), which is a standard indicator for tracking use of family planning is not available. This indicator will monitor the overall goal of increasing use of family planning services. The indicator measures the contraceptive effect of family planning methods distributed and/or services provided by the Implementing Partners and their sub-grantees.

Plan for Data Collection

Data Collection Method: PSI will provide sales/distribution data from the wholesalers to the retailers every quarter. USAID provides 80% of non-condom contraceptives in the country through the national contraceptive social marketing program. PSI will use the quarterly sales/distribution data to prepare comprehensive Fiscal Year data for USAID. CEDPA; EngenderHealth, Pathfinder; JHU will provide clinical service data by their local sub-grantees. USAID will use the approved conversion factors to calculate CYPs from the raw data.

Data Sources:

- (a) Fiscal Year sales/distribution data from PSI for condom; VFT; oral pill; IUD; Depo-Provera Injectable; Noristerat Injectable.
- (b) Quarterly clinical service data from CEDPA; EngenderHealth; Pathfinder and the VISION Project. Clinical service data from the IPs are only for female sterilization, male sterilization, NORPLANT Implants.
- (c) Quarterly clinical service data from JHU/PPFN Clinics and CEDPA/PPFN Clinics. Data from PPFN clinics will include all methods because of the different supply system. PPFN's supply system is from IPPF and independent of PSI's.

Timing/Frequency of Data Collection: Data will be reported quarterly and by fiscal year (October to September) to USAID/Nigeria. USAID/Nigeria will report to USAID/Washington for fiscal year.

Estimated Cost of Data Collection: The costs of data collection fall within the budgets of the Implementing Partners.

Responsible Organisation/Individuals: (a) PSI/SFH – Zach Akinyemi, Research Manager

(b) CEDPA – Toyin Akpan, M&E Program Officer, (c) Pathfinder – Francis Eremutha; Program Officer

(d) EngenderHealth – Mofoluke Shobowale, SPO, (e) VISION – Knowledge Advisor

(f) JHU – JKT Ajiboye, Deputy Country Director, (g) USAID – Bunmi Dosumu, Senior Prog. Manager

Location of Data Storage: The Implementing Partners will store raw data. Calculated data will be stored by USAID in the PMP file.

Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data Analysis: Data collated will be compared with annual targets to determine program performance

Data Presentation: Aggregated CYP value will be presented in a table

Data Review: CYPs will be calculated only by USAID. The IPs will only supply raw data to use in the calculation.

Reporting of Data: This indicator will be reported at the end of each fiscal year to USAID/Washington in R4 Annual

Report

Data Quality Issues

Date of Initial Data Quality Assessment: The exact date will be determined in consultation with Measure Evaluation. However, it is anticipated that Measure Evaluation will conduct the assessment during the Annual Reporting process. Data quality assessment will be conducted using Data Quality Checklist (DQC).

Data collected by PSI on sales/distribution are deemed valid because they are actual data of what are sold/distributed by wholesalers. These data will be verified during PSI and USAID monitoring visits to the wholesalers. Data from the Implementing Partners will be verified from records of service in the field during USAID's routine monitoring visits. Bunmi Dosumu will be responsible for transforming raw data on contraceptives into CYPs by using the conversion factors approved by USAID/Washington.

Known Data Limitations and Significance (if any): Double-counting of contraceptive sold/distributed will be avoided by relying only on the data from PSI and not including sales/distribution data from the IPs. The only exception here will be PPFN whose supply system is separate from that of PSI.

May be difficult to track use beyond the level of the wholesalers. Record of sales/distribution at the retailer level most often is incomplete. CEDPA, EH, and Pathfinder obtain contraceptives from PSI for the local implementing agencies, which would already be accounted for by the wholesalers in PSI data. Counting distribution of pill, condom, VFT, IUD and injectables from the subprojects will amount to double counting. However, USAID will count CYP from clinical services, i.e. NORPLANT Implant, Female Sterilization and Male Sterilization provided by CEDPA; EngenderHealth; Pathfinder; JHU through their sub-grantees.

Actions Taken or Planned to Address data Limitations: Double-counting will be avoided as described above under Known Data Limitations.

Date of Future Data Quality Assessment: This will be determined in consultation with Measure Evaluation.

Procedures for Future Data Quality Assessment: USAID/Nigeria's Population, Health and Nutrition (PHN) office will in future be responsible for data quality assessment.

e. Performance Data Table

Key to Table: None

Rationale for Selection of Baseline and Targets: Baseline determined from sales, distribution and clinical service data supplied by the IPs in FY 2000. It is anticipated that there would be an increase of 5-7% every fiscal year over the previous fiscal year due to increased activities to promote contraceptive use.

Year	Target/Planned	Actual	Comments
2000 (Baseline)	929,491	953,030	2.5% increase
2001	1,022,440		
2002	1,123,440		
2003	1,235,784		

Performance Indicator Reference Sheet

Strategic Objective #4: Increased Use of Family Planning/Maternal and Child Health/Child Survival/Sexually Transmitted Diseases/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment

Indicator: Contraceptive Prevalence Rate (CPR) for modern methods

Date Established: April 28, 1995

Date Last Reviewed: August 24, 1998

Description

Definition: Proportion of all women (15-49 years) who are using a modern method of contraception at the time of survey (Source: DHS).

Contraceptives to be reported on include oral contraceptive pill; condom; vaginal foaming tablet (VFT); Depo-Provera injectable; Noristerat injectable; intrauterine device (IUD); NORPLANT Implant; Female Sterilization; Male Sterilization.

Unit of Measure: Percentage

Method of Calculation: Numerator: Number of all women (15-49 years) who say that they are using a modern method of contraception at the time of survey.

Denominator: Number of all women respondents (15-49 years).

Justification/Management Utility: CPR is a standard indicator that tracks the use of modern contraceptives among women of childbearing age. It is a direct snapshot of use of modern family planning at a given time and thus overtime will demonstrate whether or not activities intended to increase the acceptance and use of family planning methods in a population are effectively changing the acceptance and use of those methods in that population. Increased use of modern family planning methods will contribute to reducing maternal and child mortality. USAID's contraceptive social marketing program and demand creation activities are nationwide, however, services are provided at selected sites in clusters of States. National contraceptive use will reflect USAID's efforts as well as the efforts of other stakeholders. Monitoring of this indicator will demonstrate whether USAID's efforts in education activities to increase acceptance of family planning are yielding results. It is estimated that an increase of 15% in CPR will reduce total fertility rate (TFR) by one child.

Plan for Data Collection

Data Collection Method: National household survey of women of reproductive age – Demographic Health Survey (DHS) to be conducted by the National Population Commission (NPC) with technical assistance from Macro International. Raw data for this indicator will be collected during the DHS every five years. Special survey will be conducted every two years to provide an estimate of CPR during those years that DHS is not done.

Data Source: Sources of data for this indicator are the DHS and Special Survey. The National Population Commission and Macro International (Measure DHS+) will develop the database for DHS and the final figures reported. CEDPA, EngenderHealth, JHU, Pathfinder, PSI and VISION will contribute to fund the special survey every two years for this indicator.

Timing/Frequency of Data Collection: The DHS is conducted every five years. USAID/Nigeria will be able to report on this indicator from the DHS to USAID/Washington in its R4 following the DHS. During the years that the DHS is not done, USAID will track its performance progress using a special survey every two years, which CEDPA, EngenderHealth, JHU, Pathfinder, PSI and VISION will fund. Research and Marketing Services (RMS) or any other research firm will conduct the special survey.

Estimated Cost of Data Collection: USAID/Nigeria will fund the DHS in 2004 with Fiscal Year 2002 funds. The cost of the biennial special survey falls within the budgets of the Implementing Partners (IPs).

Responsible Organization/Individuals: Macro International (Measure DHS+) and the National Population Commission (NPC). At USAID, the Senior Program Manager will be responsible for working with Macro and the NPC on the DHS. Also, USAID will work with the IPs to track CPR every two years annually through the biennial special survey to monitor performance progress.

Location of Data Storage: The National Population Commission will be responsible for data storage in Nigeria for Government. Macro International (Measure DHS+) will store raw data in the US. The lead IP in the special survey and the research firm will store raw data from the special survey. The Senior Program Manager will be the depository for the DHS data and the special survey data at USAID. She will ensure that data are stored in the PMP file.

Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data Analysis: Data collected from a recent DHS will be compared with previous DHS data to determine overall national program performance, and by extension, USAID program performance. Review of performance progress will be done comparing CPR data.

Data Presentation: CPR data will be presented in a table

Data Review: Macro International will put data quality checks in place during the planning stages of the DHS. Macro

will apply standard tests of the internal data consistency to detect data defects as a measure of quality assessment. Macro will review data for completeness. USAID will work with the Implementing Partners to review the data generated from the special survey to ensure consistency and reliability.

Reporting of Data: This indicator will be reported every year to USAID/Washington in R4 Report.

Data Quality Issues

Date of Initial Data Quality Assessment: This will be determined in consultation with Macro International and Measure Evaluation. Macro International will monitor data collection during the DHS. Macro will ensure that data quality assessment tests are applied and that data are valid and reliable. If no external technical assistance is available to the NPC in the conduct of the DHS, the quality of data collected from the survey might be suspect given the experience from the 1999 DHS. One of the IPs will take the lead in working with RMS or any other research firm contracted to do the biennial special survey to ensure good data quality. USAID will work closely with the lead IP to ensure data consistency and reliability. The Senior Program Manager (RH) will assess Special Survey questions and sampling.

Known Data Limitations and Significance (if any): With technical assistance from Macro in the conduct of the DHS it is expected that data collected from the survey would be valid and reliable. If no external technical assistance is available to the NPC in the conduct of the DHS, gaps or inconsistencies in the data might affect the soundness of this indicator's calculated value. If this occurs, limitation in the use of the data will be significant.

Actions Taken or Planned to Address Data Limitations: USAID plans to support the conduct of the DHS through Macro International. Although the special survey will be national in scope, the sampling will be purposive in order to focus more in the areas where USAID is supporting activities to measure performance progress in those states.

Date of Future Data Quality Assessment: This will be determined in consultation with Macro International and Measure Evaluation.

Procedures for Future Data Quality Assessment: USAID/Nigeria will request Macro International to conduct data quality assessment for all subsequent DHS to be done in Nigeria.

e. Performance Data Table

Key to Table:

Rationale for Selection of Baselines and Targets: Baseline taken from 1999 DHS. With nationwide demand generation campaign, it is anticipated that current use of modern family planning methods will increase by between 1-1.5% annually. During the years when DHS is not done, data on this indicator will be reported from the special survey.

Year	Target/Planned	Actual	Comments
2000 (Baseline)		8.9% (DHS, 1999)	
2001	10.1%		Late in the process to do a special survey
2002	11.6% (SS)		
2003	13.1% (DHS)		

Comments:

Performance Indicator Reference Sheet

Strategic Objective:	Increase the use of Family Planning/ Maternal and Child Health/Child Survival/Sexually-Transmitted Disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment
Indicator:	Diphtheria, Pertussis and Tetanus (DPT3) Vaccine Coverage in target areas
Date Established:	October 1999
Date Last Reviewed:	November 2000
a. Description	
Precise Definition(s):	Proportion of children aged 12-23 months in 20 USAID-funded Local Government Areas (LGAs) who received three doses of DPT before their first birthday. <i>Children are considered to have received 3 doses of DPT only if their health card shows that they received 3 doses of DPT before their first birthday. (Source: Nigerian Demographic Health Survey – NDHS - 1999)</i>
Unit of Measure:	Percentage (%)
Method of Calculation:	<i>Numerator:</i> The number of children (ages 12-23 months) in surveyed households in USAID/BASICS focus areas (20 LGAs) whose health cards show they received three DPT doses before their first birthday (as visually verified by interviewer) <u>divided by</u> the <i>Denominator:</i> Number of children aged 12-23 months in surveyed households in USAID/BASICS focus areas (20 LGAs). (Source: NDHS 1999, adapted for Nigeria)
Justification/Management Utility:	This indicator is a proxy measure for routine immunization of all six antigens. It measures mothers' awareness and knowledge of the importance of all childhood vaccines, and also suggests the probability of mothers taking their children for all routine immunizations. USAID's support for and promotion of routine immunization in the 20 LGAs makes this indicator important for monitoring overall program performance. This monitoring will reveal whether mothers are taking their children for vaccinations, so that appropriate modifications can be made in program planning, as complete data become available.
b. Plan for Data Collection	
Data Collection Method:	will be 1) initial ICHS 2000 (baseline); 2) annual mini-household surveys conducted in selected areas of the 20 LGAs in which the BASICS project operates; and 3) follow-up ICHS in the 4 th Project year. During the surveys, interviewers are instructed to examine the health cards of <i>all</i> children aged 12-23 months in the household, discuss the information with the caregiver present, and record whether the health card shows that the child received three doses of DPT before his/her first birthday.
Data Source(s):	BASICS Project Integrated Child Health Surveys/Knowledge, Attitudes and Practice Survey (ICHS/KAP) provides the baseline data for this indicator. The Survey will be repeated in project year four for updated information. Additional data will be collected monthly via the Nigerian Government's MIS System, which will include standard registers at facilities, and in summary reports submitted monthly to each LGA from the health facilities. Data will also be obtained through mini-household surveys conducted by BASICS semi-annually.
Timing / Frequency of Data Collection:	Baseline survey conducted in year 2000; follow-up ICHS will be conducted in year 4 of the Project; semi-annual mini-household surveys; and monthly from the LGA-level Nigerian MIS. Comprehensive data will be reported annually in the R4 Reporting mechanism.
Estimated Cost of Collection:	The cost of data collection falls within the budget of the Implementing Partner.
Responsible Organization/Individual(s):	Responsible organizations will be BASICS and USAID/Nigeria. Persons within each organization are as follows: Andy Agle, BASICS Country Director; Carl Hasselblad, BASICS Immunization Advisor; Garba Abdu, USAID Child Survival Program Manager; and Liane Adams, USAID Child Survival Advisor.
Location of Data Storage:	Data from the baseline, follow-up ICHS and the periodic data collection mechanisms will be stored by the BASICS Project at their headquarters in Lagos, Nigeria. USAID PMP files will be stored within USAID/Abuja.
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)	
Data Analysis:	Data collected will be compared with baseline and annual targets to determine program performance.
Presentation of Data:	DPT3 coverage will be presented in table and narrative form.
Review of Data:	Collected data will be reviewed annually.
Reporting of Data:	This indicator will be reported annually during the Annual Portfolio Review and to USAID/Washington in the R4 reporting mechanism.
d. Data Quality Issues	
Initial Data Quality Assessment:	Measure/Evaluation will complete the Data Quality Checklist for this indicator in the first quarter of FY2002.

Known Data Limitations and Significance (if any): We believe that our method of approach minimizes limitations for the most part; however, data gathered from our LGAs cannot be extrapolated to the entire state because we are not working and providing technical assistance in the other LGAs and there will be no comparable data available. For our own purposes, this limitation is not significant. Lack of good quality, reliable baseline data from the Nigerian MIS is another limitation.

Actions Taken or Planned to Address Data Limitations: We anticipate being able to compare our data with DHS data for progress monitoring. Further, the Nigerian MIS mechanism will receive technical assistance and support from BASICS to raise it to an acceptable standard and able to furnish reliable data in the 20 LGAs in which BASICS works. USAID will validate all reported data from the LGAs during routine monitoring visits.

e. Performance Data Table

Key to Table: No key necessary

Rationale for Selection of Baselines and Targets: The target percentages were determined to harmonize with the Nigerian national target.

	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)	----	Abia (22%); Kano (5%); Lagos (31%)	From ICHS 2000
2001	----		
2002	Abia (30%); Kano (15%); Lagos (40%)		These data will come from mini-household surveys conducted annually
2003	Abia (45%); Kano (30%); Lagos (55%)		
2004	Abia (60%); Kano (50%); Lagos (70%)		Will come from ICHS 2003
2005			
Final			

Comments

At the baseline level, some LGAs are at much lower coverage than others; the range of coverage at baseline is from 0% in Kabo, Kura, Bebeji and Tsanyawa LGAs, to 42% in Surulere LGA. Disaggregated data collected will allow comparison between states, and between LGAs within each state.

Monitoring of Nigerian Government Standard Registers (the Nigerian MIS) will provide verification on number of children immunized in each PHC in each LGA to enhance and expand collected data from surveys.

Performance Indicator Reference Sheet

Strategic Objective:	Increase the use of Family Planning/Maternal and Child Health/Child Survival/ Sexually-Transmitted Disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment
Indicator:	Exclusive breastfeeding coverage in target areas
Date Established:	October 1999
Date Last Reviewed:	November 2000
a. Description	
Precise Definition(s):	Percent of infants less than six months old whose mothers report they were exclusively breastfed during the past 24 hours in the 20 USAID-funded LGAs in three states <i>Exclusively breastfed: received breastmilk <u>only</u> and nothing else, not even plain water.</i> (Source: Nigerian Demographic Health Survey 1999, adapted to USAID programs)
Unit of Measure:	Percentage (%)
Method of Calculation:	<i>Numerator:</i> number of infants from 0-6 months old in surveyed households whose mothers report that they were exclusively breastfed during the past 24 hours <i>divided by the Denominator:</i> Total number of infants from 0-6 months of age in surveyed households. (Source: NDHS 1999, adapted to USAID programs)
Justification/Management Utility:	This indicator measures the impact of USAID-funded programs to promote exclusive breastfeeding, and is important for estimating the nutritional status of infants to six months of age. With diligent monitoring, we can approach a realistic picture of the breastfeeding patterns in a given community, enabling us to design more targeted and effective programs for promotion and support of breastfeeding.
b. Plan for Data Collection	
Data Collection Method:	Baseline and final data for this indicator will come from the BASICS Integrated Child Health Survey/Knowledge/Attitudes and Practice (ICHS/KAP) surveys and updated from the same surveys in the fourth year of the project. Additional data will be collected via annual household surveys conducted in selected areas in the 20 LGAs in which the BASICS Project operates.
Data Source(s):	BASICS Project Integrated Child Health Surveys (ICHS/KAP) will provide the baseline data, and subsequent data from ICHS 4 th year update, semi-annual household surveys.
Timing / Frequency of Data Collection:	Annually
Estimated Cost of Collection:	Cost for the data collection is included within the yearly budget of BASICS/Nigeria.
Responsible Organization/Individual(s):	Responsible organizations are BASICS and USAID/Nigeria. Responsible individuals within each organization are as follows: Andy Agle, BASICS Country Director; Dr. Abimbola Williams, BASICS Nutrition Technical Advisor; Garba Abdu, USAID Child Survival Program Manager; and Liane Adams, USAID Child Survival Advisor.
Location of Data Storage:	Data at all stages will be stored and dealt with at the BASICS/Nigeria Headquarters in Lagos, Nigeria. USAID PMP files will be stored in the USAID/Abuja offices.
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)	
Data Analysis:	Data for this indicator will be analyzed using the baseline data (ICHS/KAP) as a reference beginning point, on an annual basis. Annual reviews and analysis will compare baseline and subsequent incremental data.
Presentation of Data:	Data for breastfeeding frequency will be presented in table and narrative forms.
Review of Data:	Data for this indicator will be reviewed by USAID/Nigeria on an annual basis through the routine reports of BASICS/Nigeria.
Reporting of Data:	Data will be reported to USAID/Nigeria on a quarterly basis, annually during the Portfolio Review, and to USAID/Washington annually in the R4 narrative, as appropriate.
d. Data Quality Issues	
Initial Data Quality Assessment:	Measure/Evaluation will complete the Data Quality Checklist for this indicator in the first quarter of FY2002.
Known Data Limitations and Significance (if any):	We acknowledge the limitations of this question for ascertaining the prevalence of exclusive breastfeeding for the first six months of life, but further acknowledge the fact that, for lack of a better question, this one has become the standard globally, being readily measurable. We urge keeping in mind the limitations, while continuing to search for a more meaningful indicator overall.
Actions Taken or Planned to Address Data Limitations:	We continue to seek a more effective indicator to tell us the prevalence of exclusive breastfeeding, as we also work to craft effective exit interview questions that will elicit truthful answers.
e. Performance Data Table	

Key to Table: The baseline and targets in the table below refer to the percent of infants under six months of age whose mothers report they were exclusively breastfed during the past 24 hours.

Rationale for Selection of Baselines and Targets: Baseline data were obtained from the ICHS/KAP Surveys conducted in the year 2000 in BASICS' 20 LGAs. Our targets were determined based upon aggregate data from the nine LGAs in Kano State, nine LGAs in Lagos State, and two LGAs in Abia State.

	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)	----	Abia (8%); Kano (3%); Lagos (19%)	
2001	----		
2002	Abia (12%); Kano (8%); Lagos (25%)		
2003	Abia (18%); Kano (14%); Lagos (30%)		
2004	Abia (25%); Kano (20%); Lagos (35%)		
2005			
Final			

Comments

In addition to the data collection methods outlined in Section (b.), routinely conducted exit interviews with women of child-bearing age in selected health facilities to supplement and enrich the existing data.

Performance Indicator Reference Sheet

Strategic Objective: Increased use of Family Planning, HIV/AIDS, and Child Survival services within a supportive policy environment.	
Intermediate Result: n/a	
Indicator: Condom use at last high-risk sex	
Date Established: 1998	Date Last Review: n/a
a. Description	
Precise Definition(s): Percent of respondents nationwide (15 –49 years) who report condom use at last sexual intercourse with non-marital, non-cohabiting partner of all respondents reporting sex with such a partner in the last 12 months. High-risk sex refers to sex with a non-marital, non-cohabiting, partner. Source: UNAIDS June 2000	
Unit of Measure: PERCENTAGE (%)	
Method of Calculation: a) Numerator: Number male and female respondents aged 15-49 years in the general population nationwide reporting condom use at last sexual intercourse with non-marital, non-cohabiting partner in the last twelve months. Denominator: Number of male and female respondents aged 15-49 years in the general population nationwide reporting sex with non-marital, non-cohabiting partner in the last twelve months. Multiply the result by 100 to present the information as a percentage. Source: UNAIDS June 2000.	
Disaggregated by: Male / Females	
Justification/Management Utility: Self-reported condom use at last high risk sex in the general population of sexually active persons is most representative of USAID funded interventions to reduce high risk behavior and promote condom use. Adopting condom use during higher risk sex reduces the transmission of HIV/AIDS and has been one of the focuses of USAID/Nigeria HIV/AIDS prevention activities. USAID utilizes a variety of communication channels, public campaigns and interpersonal behavioral change communication (BCC) strategies to reach Nigerians where they live and work. Population Services International (PSI) in collaboration with the Society for Family Health (SFH) supplies 80% of the condoms used in Nigeria. They reach approximately 23 million Nigerians nationwide in 4 local languages on 42 broadcasting stations with messages to promote condom use and encourage risk-reducing behavior. In addition three regional mobile theatres in junction towns use drama to promote condom use and increase awareness of HIV/AIDS. John's Hopkins University Center for Communication Programs (JHU/CCP) provides telephone hotline services complimented by mass media activities primarily to youths in Lagos state, with a ripple effect in other regions of the country. Family Health International (FHI) reaches approximately 2 million persons in multiple target populations (youths, religious groups, female sex workers and clients) in twelve states of the country with programs that promote risk reducing behaviour and encourage the use of condoms.	
b. Plan for Data Collection	
Data Collection Method: PSI/SFH will collect data on self- reported condom use during high-risk sex in the general population nationwide through the Nigerbus Sexual Behavior Survey conducted twice a year. The Nigerbus is a consumer survey with nationwide representation conducted every 6 months among 6000 respondents aged 15-49 years.	
Data Source(s): PSI/SFH, National Nigerbus Sexual Behavior Survey conducted nationwide in the general population (aged 15-49 years) by Research Marketing Services every six months in urban and rural sites in all states of the country.	
Timing / Frequency of Data Collection: Every 6 months for PSI/SFH Sexual Behavioral Survey. Only the data collected at the end of each 12-month cycle will be reported. The data collected midyears will be for monitoring purposes only.	
Estimated Cost of Collection: Within the contract budget.	
Responsible Organization/Individual(s): Mr. Zach Akinyemi: Research Manager, PSI/SFH. Dr. Temitayo Odusote: Program Manager, USAID.	
Location of Data Storage: Raw data will be stored in Research Marketing Services Nigerbus database, PSI/SFH database and summary results in USAID performance monitoring files.	

c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data Analysis:

Calculation of the percentage from raw data sources and comparison with baseline and targets.

Presentation of Data: Tabular / narrative.

Review of Data: Annually

Reporting of Data: R4 annual report

D. Data quality issues this section reports only on issues related to data quality. Issues of indicator definition, performance, relevance, or data availability or alternative standards should be explained or explored in other sections

Initial Data Quality Assessment:

Measure evaluation will assess data quality using the **Data Quality Assessment Checklist recommended by the ADS.** (The information below will be useful in filling out the data quality assessment checklist)

Quality of data should be good. Indicators are standardized and in conformity with international recommendations for monitoring and evaluation of HIV/AIDS programs. Cross-cultural validity assessments have been conducted by the measure/evaluation project, and the survey protocol incorporate standardized methodology for sampling, data collection and analysis. Also, PSI/SFH monitors the data collection very closely. The organization trains the Nigerbus supervisors and monitors interviewer training and field interviewing, the latter in the form of unannounced random checks. PSI/SFH staff are always in the field monitoring each wave of Nigerbus.

Known Data Limitations and Significance (if any):

The sampling error and the statistical power of the sample to detect real changes in this indicator, particularly on an annual basis, is an issue.

Actions Taken or Planned to Address Data Limitations:

Additional analysis will be conducted to provide p-values for the main hypothesis that condom use has increased or that the target values have been reached.

e. Performance Data Table

Key to Table: Indicator values refer to the general population nationwide.

Rationale for Selection of Baselines and Targets:

Baseline indicator values for condom use in the general population are determined from 2001 indicator values. Targets are determined based on past trends of indicator values and it is expected that indicator values will show an increase of 5 percent each year.

	TARGET/PLANNED	ACTUAL	COMMENTS
1999		47.2%	June 1999
2000 (Baseline)		52.8%	June 2000
2001		58.5%	June 2001
2002	64.0%		
2003	69.0%		
2004	74.0%		
2005	79.0%		
Final	84.0%		

Comments

Data on condom use during high-risk sex in the general population is collected from all 36 states of the country. FHI will collect data on youths and female sex workers through the Behavioral Surveillance Survey for High Risk Groups (BSS) conducted in 7 states of the nation every 2 years. Additional information on condom use in high-risk populations from this survey will be reported in narrative text as appropriate.

Performance Indicator Reference Sheet

Strategic Objective #4: Increased Use of Family Planning/Maternal and Child Health/Child Survival/Sexually Transmitted Diseases/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment.
Intermediate Result #4.1 (Demand): Increased Demand for family planning/reproductive health, HIV/AIDS and child survival services
Indicator: Intent to use modern family planning method
Date Established: April 28, 1995
Date Last Reviewed: August 24, 1998
Description
Definition: Percentage of contraceptive non-users among all women of reproductive age (15-49 years) and all men (15-59 years) who state that they intend to use modern contraception to prevent/space pregnancy in the next 12 months (Source: DHS). Non-users are respondents who report at the time of the survey that they are not using any modern method to prevent/space pregnancies.
Modern methods: Oral Pill, Condom, Vaginal Foaming Tablet (VFT), Intrauterine Device (IUD), Injectables, NORPLANT Implants, Female Sterilization and Male Sterilization.
Unit of Measure: Percentage
Method of Calculation:
(a) Men Numerator: Number of male respondents aged 15-59 years who report that they are not using any method of contraception at the time of the survey but intend to begin or resume using a modern method to prevent or space pregnancy within the next 12 months. Denominator: Number of male respondents aged 15-59 years who report that they are not using any modern method of contraception at the time of the survey.
(b) Women Numerator: Number of female respondents aged 15-49 years who report that they are not using any modern method of contraception at the time of the survey but intend to begin or resume using a modern method to prevent or space pregnancy within the next 12 months. Denominator: Number of female respondents aged 15-49 years who report that they are not using any modern method of contraception at the time of the survey.
Disaggregated By: (1) Male (2) Female
Justification/Management Utility: Intention to use contraception serves as a proxy for demand for contraception.
Plan for Data Collection
Data Collection Method: Household surveys (Special and DHS).
Data Sources: (1) Special Surveys to be conducted every two years by Research and Marketing Services (RMS) or any other research firm, and funded by CEDPA, EngenderHealth, JHU, Pathfinder, PSI and VISION. (2) DHS conducted by the National Population Commission and Macro International (Measure DHS+).
Timing/Frequency of Data Collection: (1) The DHS is conducted every five years. USAID/Nigeria will report this indicator to USAID/Washington in narrative in its R4 following the DHS. (2) USAID will track its performance progress using the biennial special survey, which CEDPA, EngenderHealth, JHU, Pathfinder, PSI and VISION will fund. Data will be reported every two years to USAID/Nigeria. USAID/Nigeria will provide narrative report on this indicator to USAID/Washington every two years.
Estimated Cost of Data Collection: The DHS will be funded with FY 2002 money. The costs of the special survey fall within the budgets of the Implementing Partners.
Responsible Organisation/Individuals: (a) PSI/SFH – Zach Akinyemi, Research Manager (b) CEDPA – Toyin Akpan, M&E Program Officer, (c) Pathfinder – Francis Eremutha; Program Officer (d) EngenderHealth – Mofoluke Shobowale, Senior Program Officer, (e) VISION – Knowledge Advisor (f) JHU – JKT Ajiboye, Deputy Country Director, (g) USAID – Bunmi Dosumu, Senior Program Manager (RH)
Location of Data Storage: (1) One of the Implementing Partners will take the lead in the special survey and will store raw data from the survey. (2) The National Population Commission and Macro International (Measure DHS+) will store raw data from the DHS. (3) At USAID, the Senior Program Manager will be the depository for the raw data from the special survey and DHS. She will ensure that data are stored in the PMP file.
Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)
Data Analysis: Data from the annual special survey and data from the DHS will be compared to determine program performance using baseline and targets.

Data Presentation: Data from the special survey will be reported in narrative to USAID/Washington in the annual R4 report. Data from the DHS will be reported in narrative in the R4 report to USAID/Washington the year following the DHS.			
Data Review: Macro International will put data quality checks in place during the planning stages of the DHS. Macro will apply standard tests of the internal data consistency to detect data defects as a measure of quality assessment. Macro will review data for completeness. USAID will work with the Implementing Partners to review the data generated from the special survey to ensure consistency and reliability.			
Reporting of Data: This indicator will be reported annually to USAID/Washington in narrative in R4 Annual Report.			
Data Quality Issues			
Date of Initial Data Quality Assessment: This will be determined in consultation with Macro International and Measure Evaluation. Macro International will monitor data collection during the DHS. Macro will ensure that data quality assessment tests are applied and that data are valid and reliable. If no external technical assistance is available to NPC in the conduct of the DHS, the quality of data collected from the survey might be suspect given the experience from the 1999 DHS. One of the IPs will take the lead in working with RMS on the biennial special survey to ensure good data quality. USAID will work closely with the lead IP to ensure data consistency and reliability. The Senior Program Manager (RH) will assess Special Survey questions and sampling. Measure Evaluation will conduct data quality assessment of the special survey.			
Known Data Limitations and Significance (if any): Both the Special Survey and DHS data are deemed reliable. However, if no external technical assistance is available to the NPC in the conduct of the DHS, gaps or inconsistencies in the data might occur. This limitation is significant.			
Actions taken or Planned to Address Data Limitations: USAID will support the DHS and ensure that technical assistance is available to the NPC in the conduct of the DHS. USAID will work closely with the IPs and RMS in the conduct of the special survey.			
Date of Future Data Quality Assessment: This will be determined in consultation with Macro International and Measure Evaluation.			
Procedures for Future Data Quality Assessment: USAID/Nigeria will request Macro International to conduct data quality assessment for all subsequent DHS to be done in Nigeria.			
e. Performance Data Table			
Key to Table: Data will be disaggregated by sex – women (w) , men (m)			
Rational for Selection of Baselines and Targets: Baseline taken from 1999 DHS. It is anticipated that women and men in the category of “no intent to use modern contraception” will at least be converted to the group of women and men who “intend to use in the next 12 months” as a result of the nationwide demand generation campaign, and hopefully will become adopters of modern family planning methods. Targets set are based on anticipated increase of 2% of converters from the group of “no intent to use modern contraception” to “intend to use in the next 12 months”			
Year	Target/Planned	Actual	Comment
2000 (Baseline)		13.7% (Women), 11.8% (Men)	Taken 1999 DHS
2001	-	Too late in the process to conduct a	special survey
2002	15.5% (w) 13.5% (m)		Special Survey
2003	17.5% (w) 13.5% (m)		DHS
Comments: Minimal change expected to have occurred in 2001			

Performance Indicator Reference Sheet

Strategic Objective:	Increase the use of Family Planning/Maternal and Child Health/Child Survival/ Sexually-Transmitted Disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment	
Intermediate Result #4.1:	Increased <u>demand</u> for Child Survival Services	
Indicator:	Awareness of appropriate breastfeeding practices in target areas	
Date Established:	October 1999	Date Last Reviewed: November 2000
a. Description		
Precise Definition(s):	Respondents (women of child-bearing age in the 20 LGAs where BASICS works) who report being aware that all infants under 6 months of age should be exclusively breastfed in 20 USAID-funded LGAs in three states.	
	<i>Exclusive breastfeeding: received breastmilk <u>only</u> and nothing else, not even plain water, for the first 6 mo. of life.</i> (Source: Nigerian Demographic Health Survey 1999 – NDHS, adapted for USAID programs)	
	In 4 th year ICHS, KAP and annual mini-household surveys, a specific multiple-choice question will be asked of the respondents to ascertain awareness, as follows: What is best to feed a baby for the first six months of life: a) breastmilk <i>only</i> ; b) breastmilk plus water; or c) breastmilk plus formula. <i>Only</i> an a) answer will indicate awareness of appropriate breastfeeding practices	
Unit of Measure:	Percentage (%)	
Method of Calculation:	The <i>Numerator</i> : number of women of child-bearing age interviewed in surveyed households in 20 LGAs who know that all children under 6 months of age should be exclusively breastfed will be <u>divided by</u> the <i>Denominator</i> : total number of women of child-bearing age interviewed in surveyed households in USAID-supported 20 LGAs. (Source: NDHS 1999, adapted for USAID program)	
Disaggregated by:	State	
Justification/Management Utility:	This indicator measures awareness on the part of all women of child-bearing age of the importance of breastfeeding infants exclusively for the first six months of life. Additionally, this indicator will reveal the effectiveness of USAID's breastfeeding promotion and education activities in the 20 LGAs where they work. When women are made aware of the importance of breastmilk to an infant, they may be more likely to initiate and maintain breastfeeding. It is important, therefore, to ascertain the level of awareness so that gaps in the counseling and training can be quickly identified and rectified. When exclusive breastfeeding is widespread in a community, nutritional status of infants is measurably improved.	
b. Plan for Data Collection		
Data Collection Method:	Baseline from BASICS Project Integrated Child Health Surveys/Knowledge, Attitudes and Practice Survey (ICHS/KAP) 2000; annual mini-household surveys conducted in selected areas of the 20 LGAs in which the BASICS Project operates; final ICHS to be conducted in 4 th year of project .	
Data Source(s):	ICHS/KAP will provide the baseline data, with twice-yearly mini-household surveys as noted above.	
Timing / Frequency of Data Collection:	Annually	
Estimated Cost of Collection:	Cost for the data collection is included within the yearly budget of BASICS/Nigeria.	
Responsible Organization/Individual(s):	Responsible organizations are BASICS and USAID/Nigeria. Responsible individuals within each organization are as follows: Andy Agle, BASICS Country Director; Dr. Abimbola Williams, BASICS Nutrition Technical Advisor; Garba Abdu, USAID Child Survival Program Manager; and Liane Adams, USAID Child Survival Advisor.	
Location of Data Storage:	Data at all stages will be stored and dealt with at the BASICS/Nigeria Headquarters in Lagos, Nigeria. USAID PMP files will be stored within USAID/Nigeria offices.	
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)		
Data Analysis:	Data for this indicator will be analyzed using the baseline data (ICHS/KAP) as a reference beginning point, on an annual basis. Annual reviews and analyses will compare baseline and incremental data.	
Presentation of Data:	Data will be presented in table and narrative form.	
Review of Data:	Data for this indicator will be reviewed by USAID/Nigeria on an annual basis through the routine reports of BASICS/Nigeria.	
Reporting of Data:	Data will be reported to USAID/Nigeria on a quarterly basis, and to USAID/Washington on an annual basis in the R4 narrative, as appropriate.	
d. Data Quality Issues		
Initial Data Quality Assessment:	Measure/Evaluation will complete the Data Quality Checklist in the first quarter of FY2002.	

Known Data Limitations and Significance (if any): No anticipated limitations, with the exception of the fact that we work in only 20 of the 774 LGAs in Nigeria, and data collected cannot be extrapolated to other LGAs.

Actions Taken or Planned to Address Data Limitations: We will compare the BASICS' 20 LGA data with current and future NDHS data to determine impact and progress.

e. Performance Data Table

Key to Table: The baseline and targets in the table below refer to the percent of respondents who are aware that all infants under six months of age should be exclusively breastfed.

Rationale for Selection of Baselines and Targets: Baseline data were obtained from the ICHS/KAP Surveys conducted in the year 2000 in USAID-supported 20 LGAs. Targets were determined based upon aggregate data for the nine LGAs in Kano State, nine LGAs in Lagos State and two LGAs in Abia State.

	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)	----	Abia (43%); Kano (12%); Lagos (22%)	From ICHS/KAP 2000
2001	----	---	---
2002	Abia (50%); Kano (15%); Lagos (30%)		Mini-household surveys
2003	Abia (60%); Kano (20%); Lagos (40%)		
2004	Abia (70%); Kano (30%); Lagos (50%)		Follow-up ICHS/KAP Surveys
2005			
Final			

Comments

In addition to the data collection methods outlined in Section (b.), routinely conducted exit interviews with women of child-bearing age in selected health facilities will be conducted to supplement and enrich the survey data.

Performance Indicator Reference Sheet

Strategic Objective: Increased use of Family Planning, HIV/AIDS, and Child Survival services within a supportive policy environment

Intermediate Result: Increased demand for family planning/reproductive health, HIV/AIDS and child survival services

Lower Level Result: n/a

Indicator: Knowledge of HIV/AIDS prevention practices

Date Established: 1998

Date Last Reviewed: n/a

a. Description

Precise Definition(s):

Percentage of respondents aged 15 –49 years, nationwide who in response to prompted questions, say that a person can reduce their risk of contracting HIV by using condoms and having sex with one faithful uninfected partner.

Source UNAIDS: June 2000

Unit of Measure: PERCENTAGE (%)

Method of Calculation:

Numerator: Number of respondents 15-49 years who report that a person can reduce their risk of contracting HIV by using condoms and having sex with one faithful uninfected partner.

Denominator: Total number of respondents, aged 15-49 years.

Source UNAIDS: June 2000

Disaggregated by: male/female: geopolitical zone

Note: USAID mandates disaggregation by gender whenever possible and is deemed essential in this instance due to the gender related causes in the spread of HIV/AIDS. Moreover, disaggregation by gender by geopolitical zone is also desirable due to the significant differences that exist between zones. It is anticipated that progress in this indicator will be slower in some zones than in others.

Justification/Management Utility: This indicator is a measure of improved accuracy and awareness of HIV/AIDS prevention practices which is the first step leading toward changes in behaviors that will reduce transmission rates. Better knowledge can also increase the supportiveness of the policy environment as the population's sensitivity to HIV-positive and AIDS health issues improves. USAID supports nationwide public information campaign activities through PSI/SFH, and community peer education projects in multiple populations through FHI and JHU to increase knowledge and awareness of HIV transmission and prevention.

b. Plan for Data Collection

Data Collection Method: PSI/SFH will collect data on knowledge of HIV/AIDS prevention practices in the general population nationwide through the Nigerbus Sexual Behavior Survey conducted twice a year. The Nigerbus is a consumer survey with nationwide representation conducted every 6 months among 6000 respondents aged 15-49 years.

Data Source(s):

PSI/SFH Nigerbus Sexual Behavior Survey database

Timing / Frequency of Data Collection: Twice a year

Estimated Cost of Collection: Within the contract budget.

Responsible Organization/Individual(s):

PSI/SFH Research Manager: Mr. Zacch Akinyemi

USAID Program Manager: Dr. Temitayo Odusote

Location of Data Storage: Raw data will be stored in Research Marketing Services Nigerbus database, PSI/SFH database and summary results in USAID performance monitoring files.

c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data Analysis: Calculation of percentages from raw data sources and comparison with baseline and targets

Presentation of Data: Tabular or narrative form as appropriate

Review of Data: Annually

Reporting of Data: R4 annual report as appropriate; APR

d. Data Quality Issues This section reports only on issues related to **Data QUALITY**. Issues of Indicator definition, performance, relevance, or Data availability or alternative standards should be explained or explored in other sections

Initial Data Quality Assessment: Measure/Evaluation will assess data quality using **Data Quality Assessment Checklist recommended by the ADS**.

Quality of data should be relatively good. Indicators are standardized and in conformity with international recommendations for monitoring and evaluation of HIV/AIDS programs. Cross-cultural validity assessments have been conducted by MEASURE Evaluation Project, and the survey protocol incorporate standardized methodology for sampling, data collection and analysis. However a key quality issue for this indicator is its sensitivity to the wording of the question used. It is important that the question wording remains consistent over time

Known Data Limitations and Significance (if any):

- 1) A fixed distance (10km) from urban locations determines the rural locations of the PSI/SFH sexual behavioral survey. The survey sample population may thus be slightly more urban than the true population.
- 2) The sampling error and the statistical power of the sample to detect real changes in this indicator, particularly on an annual basis, is another issue.
- 3) Wording of the question must remain consistent over time as wording changes may seriously effect the results.

Actions Taken or Planned to Address Data Limitations:

- 1) All data from sites labeled as rural in PSI nationwide sexual behavioral survey will be disaggregated to compare sites that are truly rural with those that are more representative of periurban locations. Indicator values will be compared to determine if any significant difference exists. In the presence of significant differences in indicator values, rural locations will be redefined to more accurately represent rural populations in Nigeria.
- 2) Additional analysis will be conducted to provide p-values for the main hypothesis that prevention knowledge has increased or that the target values have been reached.
- 3) Strict control of the question wording on the questionnaire will be maintained during various renditions of the survey and copies of the questionnaires showing the exact question wording will be kept on file to verify wording consistency.

e. Performance Data Table

Key to Table: : Indicator values refer to the general population (15-49 years) nationwide.

Rationale for Selection of Baselines and Targets:

Baseline indicator values are determined from 2000 indicator values. It is expected that the indicator value will show an increase of 2-5 % annually.

	TARGET/PLANNED	ACTUAL	COMMENTS
1999		40.5%	June 1999
2000 (Baseline)		55.1%	June 2000
2001		52.5%	June 2001
2002	55.0%		
2003	57.0%		
2004	59.0%		
2005	61.0%		
Final	63.0%		

Comments: The sharp increase from 1999 to 2000 was due to an aggressive media campaign. Similarly, the slight decrease experienced in 2001 was due to the ban on media messages relating to this topic that lasted for several months.

Performance Indicator Reference Sheet	
Strategic Objective: Increased use Family Planning, HIV/AIDS, and Child Survival services within a supportive policy environment	
Intermediate Result: Increased access to and supply of FP/RH, HIV/AIDS, and child survival services and commodities	
Lower Level Result: n/a	
Indicator: Volume of condoms sold	
Date Established: 1993	Date Last Reviewed: 1998
a. Description	
Precise Definition(s): Number of condoms sold through the USAID funded Social Marketing Program to wholesale distributors nationwide during the preceding fiscal year Source: Adapted from UNAIDS June 2000.	
Unit of Measure: Number (millions)	
Method of Calculation: (Number of condoms sold in the first quarter) + (Number of condoms sold in the second quarter) + (Number of condoms sold in the third quarter) + (Number of condoms sold in the fourth quarter)= Annual number of condoms sold through USAID funded social marketing program	
Disaggregated by: n/a	
Justification/Management Utility: This indicator appropriately tracks the scope and consistency of social marketing activities and serves as a proxy for the demand and availability of condoms on the retail level nationwide. Increase in use of condoms in part depends on consumer access to condoms, which depends crucially on reliable supplies of condoms throughout the country.	
b. Plan for Data Collection	
Data Collection Method: SFH field offices collect data on the numbers of condoms sold by the distribution agent, MDS, to the wholesale condom distributors. This information on condom sales is compiled monthly by the PSI/ SFH manager for national operations and reported to USAID on a quarterly basis. USAID verifies the volume of condoms sold on an annual basis through random spot checks made of these data during visits to PSI/SFH and MDS.	
Data Source(s): PSI/SFH quarterly sales data.	
Timing / Frequency of Data Collection: Annually	
Estimated Cost of Collection: Within the contract budget.	
Responsible Organization/Individual(s): PSI/SFH National Operations Manager: Mr Wale Adedeji PSI/SFH Research Manager: Mr. Zacch Akinyemi USAID program Manager for HIV/AIDS: Dr. Temitayo Odusote	
Location of Data Storage: PSI/ SFH field offices and headquarters, USAID PMP files	
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)	
Data Analysis: Routine sales figures on numbers of condoms sold from wholesale outlets are reported by PSI/ SFH field offices, to the manager for National Operations. Monthly and quarterly compilation of national sales figures is done by National Operations Manager. These data are analyzed by PSI/ SFH research and operations managers to determine trends in monthly, quarterly and annual condom sales. USAID reviews this data quarterly.	
Presentation of Data: Tabular / Narrative	
Review of Data: Annually	
Reporting of Data: Annual R4 report (performance data tables narrative), APR	
d. Data Quality Issues <u>This section reports only on issues related to Data QUALITY. Issues of Indicator definition, performance, relevance, or Data availability or alternative standards should be explained or explored in other sections</u>	

Initial Data Quality Assessment: Measure/Evaluation will assess data quality using Data Quality Assessment Checklist recommended by the ADS.

Data quality should be generally good since it is sales data and can be verified by multiple sources; procurement data, financial records, warehouse stocks, whole sale distribution outlets, etc. USAID will verify these data by means of random spot checks during field visits to PSI/SFH and its distribution agent, MDS.

Known Data Limitations and Significance (if any):

PSI/SFH condoms represent over 80% but not 100% of condom sold and distributed in Nigeria. This indicator will not capture condoms sold from other sources. These limitations for now are not highly significant, because PSI/SFH condoms dominate the market.

Actions Taken or Planned to Address Data Limitations: Sources of condoms in Nigeria are closely monitored to distinguish PSI/SFH market share.

e. Performance Data Table

Key to Table: Condom sales in millions

Rationale for Selection of Baselines and Targets:

The Baseline is calculated from annual condom sales in 2000. Condom sales are expected to increase by 10 % annually. Sales for FY2001 were 130% of target for the year, targets for FY2003 will be discussed with the PSI/SFH to ensure that condom supplies are commensurate to the increased demand.

	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)	61 million	70.7 million	
2001	83 million	107.9million	
2002			
2003			
2004			
2005			
Final			

Comments

National sales data generated are based on sales of PSI/SFH condoms only.

Performance Indicator Reference Sheet

Strategic Objective: Increased use of sustainable and effective Family Planning, HIV/AIDS, and Child Survival services within a supportive policy environment

Intermediate Result: Increased access to and supply of FP/RH, HIV/AIDS, and child survival services and commodities

Indicator: % of HIV infected persons seen in collaborating health facilities enrolled in basic care and psychological support groups

Date Established: 1998

Date Last Reviewed: n/a

a. Description

Precise Definition(s): The percentage of HIV+ persons screened in collaborating health facilities who are enrolled in USAID funded care and support groups.

Unit of Measure: PERCENTAGE (%)

Method of Calculation:

Numerator: Number of HIV+ persons screened in collaborating health facilities who are enrolled in USAID funded care and support groups

Denominator: Total number of HIV+ persons screened /seen in collaborating health facilities.

Disaggregated by: male/female

Justification/Management Utility: This indicator measures the effective scope of USAID's efforts to provide program support to health institutions with HIV screening facilities and Care and Support services for HIV+ persons seen in these institutions. A key element of impact mitigation is helping families with HIV+ members cope with their care and support needs. USAID funds care and support groups for persons living with HIV/AIDS and their families. These groups provide basic care and psychological support, income generating activities and help to reduce the effects of stigma and discrimination experienced by persons living with HIV/AIDS. HIV screening in health facilities is the predominant method through which HIV status is determined in Nigeria. USAID funded care and support programs work in collaboration with health facilities offering screening services to ensure that all HIV+ persons seen in these facilities have access to basic care and psychological support.

b. Plan for Data Collection

Data Collection Method The denominator is obtained from records of health facilities on numbers of persons screened and found to be HIV positive. The numerator is the number of HIV positive persons who are members of USAID funded care and support groups. Implementing partners report quarterly on the numbers of HIV positive persons enrolled in USAID funded care and support networks.

Data Source(s): FHI's database of number of HIV positive persons seen in collaborating health facilities and enrolled in USAID funded care and support groups.

Timing / Frequency of Data Collection: Annually

Estimated Cost of Collection: Within the contract budget.

Responsible Organization/Individual(s):

Julie Victor-Ahuchogu: M&E Officer FHI

Dr. Temitayo Odusote: Program Manager HIV/AIDS, USAID.

Location of Data Storage: FHI database and USAID Performance Monitoring Files

c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data analysis:

Calculation of percentage from raw data sources and comparison with baseline targets.

Presentation of Data: Tabular /narrative

Review of Data: APR

Reporting of Data: APR, R4 narrative/ tables as appropriate.

D. Data quality issues this section reports only on issues related to data quality. Issues of indicator definition, performance, relevance, or data availability or alternative standards should be explained or explored in other sections

Initial Data Quality Assessment: Measure/Evaluation will assess data quality using Data Quality Assessment Checklist recommended by the ADS. Data quality is generally good and based on attendance registers of care and support groups. High rates of attrition or loss to follow up of persons referred to care and support groups may lead to an overestimation of HIV+ persons accessing care and support groups.

Known Data Limitations and Significance (if any): The value of the indicator is affected by the accuracy of health facility records on HIV+ persons screened/ seen in the facility.

Actions Taken or Planned to Address Data Limitations: Linkages and collaboration with care and support groups in surrounding communities to minimize the problems of attrition caused by travel time to care and support groups. Advocacy, orientation and training of health care providers in collaborating facilities to ensure access to accurate data on HIV+ persons screened/ seen at such centers.

e. 1 Performance Data Table

Key to Table: n/a

Rationale for Selection of Baselines and Targets:
Baseline to be determined by Implementing partners

	TARGET/PLANNED	ACTUAL	COMMENTS
2000			
2001(Baseline)			
2002			
2003			
2004			
2005			
Final			

Comments

Performance Indicator Reference Sheet

Strategic Objective: Increased use of Family Planning, HIV/AIDS, and Child Survival services within a supportive policy environment	
Intermediate Result: Increased access to and supply of FP/RH, HIV/AIDS, and child survival services and commodities	
Lower Level Result: n/a	
Indicator: Households receiving help with orphan care	
Date Established: 1999	Date Last Reviewed: n/a
a. Description	
Precise Definition(s): Percent of identified Households with orphans (children under 15 who have lost one or both parents) that have received free help in any of the following areas, educational assistance, healthcare, skills training and income generating activities for caregivers from USAID assisted programs within the last 12 months. Source: Adapted from UNAIDS June 2000	
Unit of Measure: Percentage	
Method of Calculation: Numerator: Number of households with orphans in target populations receiving free help from USAID supported programs for orphan care in the last 12 months Denominator: Number of identified households in target population with orphans. Source : Adapted from UNAIDS June 2000	
Disaggregated by: project site	
Justification/Management Utility: This indicator measures the effective scope of USAID's efforts to provide assistance to households caring for orphans. The broader impact of these efforts contributes to overall program goals by helping to mitigate the impact of the HIV/AIDS epidemic in households and communities. Because of the typical age distribution of AIDS mortality, AIDS deaths create potentially large numbers of orphans who require care and support. A key element of impact mitigation is helping families caring for orphans to cope with the additional burden of caring for them. USAID supports two major projects focussed on enhancing the care of orphans and vulnerable children in select communities in Rivers and Benue states. In addition to healthcare, orphans and vulnerable children in project communities are provided with opportunities for self-actualization through educational assistance or life-skills training. Existing community welfare structures are strengthened through income generating activities for primary caregivers and mobilization of community based organizations.	
b. Plan for Data Collection	
Data Collection Method: Households with orphans in project communities are enumerated in a census / baseline survey prior to commencement of project activities. IPs report quarterly on the numbers of OVC benefiting from USAID funded educational assistance (school fees, books and uniforms), skills training, healthcare and income generating activities. These numbers are aggregated annually to obtain the total number of OVC supported by USAID funded care and support activities.	
Data Source(s): CEDPA and AFRICARE OVC database; USAID OVC program file; Data from OVC census in households in the seven project Local government areas (LGAs) in Rivers and Benue States prior to project commencement will be used to calculate the denominator. The numerator will be calculated from data generated from CEDPA and AfriCare quarterly reports on the numbers of OVC benefiting from USAID funded activities.	
Timing / Frequency of Data Collection: Annually	
Estimated Cost of Collection: Within the contract budget.	
Responsible Organization/Individual(s): Dr.Chineze Okala: Program Officer, CEDPA Dr. Chinedu Chugbo: Program Officer, AFRICARE Dr. Temitayo Odusote: Program Manager, USAID	
Location of Data Storage: OVC program database CEDPA and AFRICARE OVC program files USAID	
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)	
Data Analysis: Calculation of the percentage from raw data sources and comparison with baseline and targets.	
Presentation of Data: Tabular or narrative as appropriate.	

Review of Data: Annually			
Reporting of Data: Within USAID – SO team, APR and annual R4 report as appropriate.			
d. Data Quality Issues This section reports only on issues related to Data QUALITY. Issues of Indicator definition, performance, relevance, or Data availability or alternative standards should be explained or explored in other sections			
Initial Data Quality Assessment: Measure/Evaluation will assess data quality using Data Quality Assessment Checklist recommended by the ADS. Data quality should be good, because it represents numbers of households that are well monitored and do not require much technical expertise for compilation.			
Known Data Limitations and Significance (if any): The denominator of this indicator is based on a census of households conducted at project commencement, and may not reflect subsequent increases in the number of households with OVC in project communities.			
Actions Taken or Planned to Address Data Limitations: The number of households with OVC will be continuously monitored and updated.			
e. 1 Performance Data Table			
Key to Table: n/a			
Rationale for Selection of Baselines and Targets: Baselines are calculated from the previous year's data. It is expected that the percentage of OVC households benefiting from USAID funded activities will increase to 50%. Further increases will depend on the level of funding.			
	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)			
2001	43.2%	33.0%	
2002	50.0%		
2003			
2004			
2005			
Final			
Comments 4148 OVC in 2,955 households have been identified in project communities in Rivers and Benue states A total of 1,200 orphans in 976 households are beneficiaries of USAID funded OVC projects.			

Performance Indicator Reference Sheet

Strategic Objective:	Increase the use of Family Planning/ Maternal and Child Health/Child Survival/Sexually-Transmitted Disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment	
Intermediate Result #4.2	Increased access to and availability (<u>supply</u>) of child survival services and commodities	
Indicator:	Number of Insecticide-Treated Bednets (ITNs) sold nationwide	
Date Established:	May 2001	Date Last Reviewed: n/a
a. Description		
Precise Definition(s):	Number of insecticide-treated bednets sold by commercial partners (wholesalers) nationwide	
Unit of Measure:	Number ('000)	
Method of Calculation:	(sales data for first quarter) + (Sales data for second quarter) + (Sales data for third quarter) + (Sales data for fourth quarter) = Annual number of ITNs sold in Nigeria	
Disaggregated by:	N/A	
Justification/Management Utility: This Indicator measures demand for and availability of insecticide-treated bednets, but provides only an indirect measure for home treatment kits. Because malaria claims more lives each year in Nigeria than does even HIV/AIDS, with women and young children being especially vulnerable, this program aims to make affordable to the most vulnerable populations a simple means of prevention. NetMark will make available to these vulnerable populations and all other Nigerians low-cost ITNs and re-treatment kits through a network of commercial partners providing a variety of goods and services (e.g., net manufacturers, insecticide companies, national distributors, demand creation schemes, etc.), at low profit to them in the beginning. NetMark's goal is to create a sustainable commercial market for ITNs within the existing commercial network that will continue to provide ITNs nationally following the end of USAID funding.		
b. Plan for Data Collection		
Data Collection Method: Sales figures from NetMark's commercial ITN distributors. NetMark will collect routine sales figures from distributors on a quarterly basis. National data on sales are then compiled by NetMark and reported to USAID on an annual basis.		
Data Source(s): NetMark distributors' sales data on the number of ITNs sold.		
Timing / Frequency of Data Collection: Annually		
Estimated Cost of Collection: Collection costs are contained within the contract budget.		
Responsible Organization/Individual(s): Responsible organizations will be NetMark and USAID. Responsible individuals within those organizations are as follows: Will Shaw, Regional Manager for NetMark; and Liane Adams/Garba Abdu, Child Survival Advisor and Child Survival Program Manager, respectively, for USAID/Nigeria.		
Location of Data Storage: Data will be stored in the NetMark Regional Office in South Africa, with USAID PMP files being stored within USAID/Abuja.		
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)		
Data Analysis: Routine ITN sales figures from distributors are reported by NetMark field staff to the NetMark Regional Manager. Monthly and quarterly compilation of national sales figures will be done by the NetMark Regional Manager and Regional Research Coordinator. Sales figures are analyzed by NetMark to determine trends in monthly, quarterly and annual ITN sales and to identify high risk areas that are not being properly serviced with sufficient numbers of ITNs and treatment kits.		
Presentation of Data: Data will be presented in table and narrative formats.		
Review of Data: Data will be reviewed annually.		
Reporting of Data: The data will be reported annually to USAID/Nigeria and annually during the Portfolio Review and to Washington through the R4 narrative, as appropriate.		
d. Data Quality Issues		
Initial Data Quality Assessment: Measure/Evaluation will complete the Data Quality Checklists for this Indicator in the first quarter of FY2002.		
Known Data Limitations and Significance (if any): NetMark will, initially, be actively working in only 12 of Nigeria's 36 states, with plans to expand as and when feasible. Since this is 1/3 of the nation, indicator may be affected in first year of project.		

Actions Taken or Planned to Address Data Limitations: As noted, NetMark plans to expand as rapidly as the market will allow, eventually covering all 36 states of the Federation.

e. Performance Data Table

Key to Table: Number of ITNs sold through commercial sector at commercial prices

Rationale for Selection of Baselines and Targets: Baseline starts at zero as sales have not yet begun. Targets are the sum of the sales targets established in the confidential business plans of NetMark's three main commercial partner groups and their Nigerian distributors; 1) Aventis/SiamDutch; 2) Bayer/A to Z Textiles; and 3) Vestergaard-Frandsen.

	TARGET/PLANNED	ACTUAL	COMMENTS
2000			
2001	0	0	
2002 (Baseline – from 2/02 through 9/02)	1,250,000 year 833,333 for 8 months 1,145,833 for 11 months		NetMark program set to begin sales 2/02
2003	1,680,000		
2004	2,250,000		
2005			
Final			

Comments : Sales of home re-treatment kits will also be tracked in the same manner over the same period of time.

Performance Indicator Reference Sheet

Strategic Objective #4: Increased Use of Family Planning/Maternal and Child Health/Child Survival/Sexually Transmitted Diseases/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment.

Intermediate Result #4.3 (Quality): Improved Quality of family planning/reproductive health, HIV/AIDS and child survival services.

Indicator: Level of quality of family planning/reproductive health services at service delivery points (SDPs)

Date Established: April 28, 1995

Date Last Reviewed: August 24, 1998

Description

Definition: Number of USAID-supported service delivery points (SDPs) observed to be providing a minimum of two modern contraceptive methods every quarter for which a trained provider is available to administer.

Modern methods promoted by USAID are: oral pill, condom, vaginal foaming tablet (VFT), intra-uterine device (IUD), injectable (Depo-Provera and Noristerat), NORPLANT implant, female sterilization and male sterilization.

A trained provider is a physician, nurse-midwife, community health extension worker (CHEW), community-based distributor (CBD), market-based distributor, traditional birth attendant (TBA) or peer health educator (PHE) who has undergone at least basic family planning training through USAID-funded training program and has been certified.

Unit of Measure: Percentage

Method of Calculation:

Numerator: Number of SDPs providing at least two modern methods.

Denominator: Total number of all SDPs supported by USAID through the Implementing Partners.

Disaggregated By: None

Justification/Management Utility: Availability of and access to a wide range of modern contraceptive methods increases the potential for contraceptive adoption and continuation.

Plan for Data Collection

Data Collection Method: USAID and its Implementing Partners (IPs) will develop a standard monitoring checklist that will include this element of quality, that is availability of a wide range of modern contraceptive methods. USAID and the IPs will collect raw data during quarterly monitoring visits using the checklist

Data Sources: (1) Records of monitoring/supervision from USAID

(2) Records of monitoring from CEDPA; EngenderHealth; VISION; Pathfinder; JHU/PPFN

The MIS point person for each IP will provide raw data to USAID. USAID will prepare the final figures that will be reported through this indicator.

Timing/Frequency of Data Collection: Annual

Estimated Cost of Data Collection: The costs of data collection fall within the budgets of the Implementing Partners.

Responsible Organization/Individuals:

- (a) CEDPA – Toyin Akpan, M&E Program Officer
- (b) Pathfinder – Francis Eremutha; Program Officer
- (c) EngenderHealth – Mofoluke Shobowale, Senior Program Officer
- (d) VISION – Knowledge Advisor
- (e) JHU – JKT Ajiboye, Deputy Country Director
- (f) USAID – Bunmi Dosumu, Senior Program Manager

Location of Data Storage: (1) USAID; CEDPA; EngenderHealth; Pathfinder; VISION; JHU/PPFN will store raw data from monitoring and supervision visits.

(2) USAID will store calculated final figure in the PMP file.

Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)

Data Analysis: Data from quarterly monitoring/supervision visits will be compared. Annual figures will be compared with baseline and targets to assess level of quality using this element in USAID-supported program and the effect on program performance.

Data Presentation: Data on this indicator will be reported in narrative.

Data Review: This indicator will be reviewed annually to determine its impact on USAID's family planning program.

Reporting of Data: This indicator will be reported annually during USAID/Nigeria's Annual Portfolio Review.

Data Quality Issues

Date of Initial Data Quality Assessment: This will be determined in consultation with the Implementing Partners. The Senior Program Manager (RH) and the Assistant Program Manager will take the lead in the preparation of the standard monitoring checklist and will ensure that the tool is comprehensive. Both Managers will ensure that the IPs are consistent in the use of the tool.

Known Data Limitations and Significance: Bias in the completion of the standard monitoring checklist, incomplete data from the IPs and inconsistencies in the data supplied by the IPs might affect the reliability of the calculated figure and the interpretation of the indicator. Even though this indicator will be reported at Mission level, limitations arising from the data collected might be significant.												
Actions Taken or Planned to Address Data Limitations: USAID staff and staff of the IPs will be trained in the use of the standard monitoring checklist. Measure Evaluation technical assistance will be valuable in the process.												
Date of Future Data Quality Assessment: This will be determined in consultation with the Implementing Partners.												
Procedures for Future Data Quality Assessment: USAID/Nigeria's Population, Health and Nutrition (PHN) Office will in future be responsible for data quality assessment.												
e. Performance Data Table												
Key to Table: None												
Rationale for Selection of Baselines and Targets: Baseline to be determined by USAID and the IPs in 2002.												
<table border="1"> <thead> <tr> <th>Year</th> <th>Target/Planned</th> <th>Actual</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>2002 (Baseline)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2003</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	Target/Planned	Actual	Comments	2002 (Baseline)				2003			
Year	Target/Planned	Actual	Comments									
2002 (Baseline)												
2003												
Comments:												

Performance Indicator Reference Sheet

Strategic Objective:	Increase the use of Family Planning/Maternal and Child Health/Child Survival/ Sexually-Transmitted Disease/HIV/AIDS Services and Preventive Measures within a Supportive Policy Environment	
Intermediate Result #4.3:	Improved <u>quality</u> of child survival services	
Indicator:	Percent (%) of health facilities maintaining standard immunization register in target areas.	
Date Established:	October 1999	Date Last Reviewed: n/a
a. Description		
Precise Definition(s):	Percentage of public and private health facilities in the 20 LGAs in which the USAID-funded Project works maintaining standard immunization registers. These registers will record child's name, address, age and date of immunization by antigen and dose.	
	<i>Definition of "maintaining" in this context is as follows:</i>	
	<ol style="list-style-type: none"> 1. Facility must be in possession of the standard immunization register, as approved by the National Primary Health Care Development Agency (NPHCDA); 2. Facility must be able to produce the register on request of the monitor; 3. Facility must demonstrate, through observation and/or recorded entries, that the register is used routinely and habitually to record all immunization activities performed in and by the facility; 4. Facility must demonstrate that register is current, either through direct observation of immunization activities by the monitor, or by checking entries according to dates of scheduled immunization clinics, in case monitor visits when no immunization services are being offered; and 5. Facility must be able to explain the procedure it uses to obtain a new register before the existing register is full. 	
	Maintaining the register will be determined through visual verification that all sections of each immunized child's register for the reporting period were appropriately completed, all cumulative statistics were calculated, and the facility has a record of their submission to the national government for at least 11 of the previous 12 months. (Source: BASICSII)	
Unit of Measure:	Percentage (%)	
Method of Calculation:	The <i>Numerator</i> : the number of surveyed facilities maintaining standard registers for immunizations during the past year, will be <u>divided by</u> the <i>Denominator</i> : the total number of surveyed facilities in the 20 USAID-supported LGAs.	
Disaggregated by:	State	
Justification/Management Utility:	This indicator measures the record-keeping capabilities of a facility and is a proxy, therefore, for overall quality of immunization services. All primary health care facilities providing immunization services in Nigeria are expected to keep a standard, nationally-approved register by which to track immunization coverage, both nationwide and locally, so this measure is a sustainable way to capture routine immunization data nationally, not just in the USAID-supported 20 LGAs. The registers are an important component of the resuscitation of routine immunization services in Nigeria and an important measure of the impact of BASICS' technical assistance in this area, in addition to providing supplemental information on DPT3 coverage. Registers are visible at the immunization sites and are simple to monitor.	
b. Plan for Data Collection		
Data Collection Method:	Semi-annual monitoring by BASICS personnel of public sector health facilities in the 20 LGAs in which the BASICS projects operate.	
Data Source(s):	Quality of Service Assessments conducted by PHC facility supervisors and reported to BASICS semi-annually will furnish these data.	
Timing / Frequency of Data Collection:	Data will be collected semi-annually from each of the PHC facilities that provide immunization services and collected by USAID annually.	
Estimated Cost of Collection:	Cost of collection is contained within the contract budget.	
Responsible Organization/Individual(s):	Responsible organizations are BASICS and USAID/Nigeria. Responsible individuals are as follows: Andy Agle, BASICS Country Director; Carl Hasselblad, Immunization Advisor for BASICS; Liane Adams, USAID Child Survival Advisor; and Garba Abdu, Child Survival Program Manager for USAID.	
Location of Data Storage:	BASICS/Nigeria headquarters in Lagos, Nigeria. USAID PMP files will be stored within USAID/Abuja.	
c. Plan for Data Analysis, Reporting, and Review (schedule, methodology, responsibility)		

Data Analysis: Data collected from the semi-annual assessments will be compared with previous assessments to determine progress towards achievement of results.			
Presentation of Data: Data will be presented in narrative format.			
Review of Data: Data will be reviewed on a semi-annual basis.			
Reporting of Data: Data will be reported semi-annually to USAID/Nigeria and annually during the Portfolio Review, and to USAID/Washington in the R4 narrative, as appropriate.			
d. Data Quality Issues			
Initial Data Quality Assessment: Measure/Evaluation will complete the Data Quality Checklist for this Indicator in the first quarter of FY2002.			
Known Data Limitations and Significance (if any): Our concern at this time is the fact that no National standard register is now in general use. The instrument is in the process of being reviewed and updated by the National Primary Health Care Development Agency, with substantial input from BASICS. As soon as the register is standardized and put into general use, data reliability will improve.			
Actions Taken or Planned to Address Data Limitations: BASICS is working closely with the National Primary Health Care Development Agency and the States to prepare this instrument for use. Additionally, BASICS will monitor use of the register in all PHC facilities in their 20 LGAs regularly, i.e., monthly.			
e. Performance Data Table			
Key to Table: Table relates percent of USAID-funded 20 LGAs maintaining standard register			
Rationale for Selection of Baselines and Targets: Because the registers are not in general use at this time, we are assuming a baseline of zero, with an eventual, and we consider realistic, goal of 100% use in the PHC facilities covered by the BASICS project.			
	TARGET/PLANNED	ACTUAL	COMMENTS
2000 (Baseline)		0	No nationally standard register has been found in use to date
2001	-----		
2002	20%		Information collected through health facilities monitoring
2003	40%		
2004	60%		
2005			
Final			
Comments As PHC facilities are enrolled in the BASICS-assisted program, they will begin maintaining the Standard Immunization Register as those become available. Information on this indicator will be collected through quality-of-service monitoring at public health facilities.			

Performance Indicator Reference Sheet

Strategic Objective #4: Increased Use of Family Planning/Maternal and Child/Child Survival/Sexually Transmitted Diseases/IHV/AIDS Services within a Supportive Policy Environment.

Intermediate Result #4.5: Improved policy environment for delivery of Family Planning/Reproductive Health, HIV/AIDS and Child Survival services.

Indicator: Number of FP/RH policies, plans and guidelines developed.

Date Established: October 2001

Date Last Reviewed: Not Applicable

Description

Definition: Number of national or state level family planning/reproductive health policies, plans and guidelines developed to support the implementation of FP/RH services cumulatively since the beginning of FY 2002.

For the purpose of this indicator, a policy is defined as any formal document that describes intent to achieve stated goals.

A plan is defined as a document of action with statement of objectives to be achieved within a given time frame and with specific resources.

A guideline is defined as an outline of steps leading to a course of action

Plans and guidelines that will be counted in this indicator are those that support the implementation of the policies.

Unit of Measure: Number

Method of Calculation: The number of policy documents, plans and guidelines developed each year and added to number from previous year for cumulative number.

Disaggregated By: (1) national (2) state

Justification/Management Utility: An improved policy environment will contribute to long-term efforts to provide sustainable, high-quality FP/RH services. In the absence of sound policies, plans and guidelines, population activities may be in random purpose, poorly conceived, and lack a strategic focus. Developed population policies, plans and guidelines will be easily verifiable documents obtained from national and state government sources.

Plan for Data Collection

Data Collection Method: The POLICY Project and the VISION Project will primarily collect raw data on the number of policies, plans and guidelines. The POLICY Project is working directly with government and will monitor development of policies and plans. The VISION Project will be working with governments at national and state levels to develop guidelines for the implementation of FP/RH activities.

Data Sources: The POLICY Project will provide data on policies and plans. The VISION Project will provide data on guidelines.

Timing/Frequency of Data Collection: Annual

Estimated Cost of Data Collection: The costs of data collection fall within the budgets of the two Implementing Partners.

Responsible Organization/Individuals:

- (a) The POLICY Project - Charity Ibeawuchi, Senior Program Officer
- (b) The VISION Project – Knowledge Advisor
- (c) USAID – Bunmi Dosumu, Senior Program Manager

Location of Data Storage: The Department of Community Development and Population Activities (DCDPA) of the Federal Ministry of Health will be responsible for keeping data at government level. The POLCY Project and the VISION Project will store data collected on this indicator. The Senior Program Manager will keep track of the data on this indicator for USAID and ensure that data are stored in the PMP file.

Plan for Data Analysis, Reporting and Review (schedule, methodology, responsibility)

Data Analysis: Annually, progressive cumulating data will be analyzed to determine progress in influencing and obtaining government political support for FP/RH activities in Nigeria.

Data Presentation: Data for this indicator will be presented in narrative.

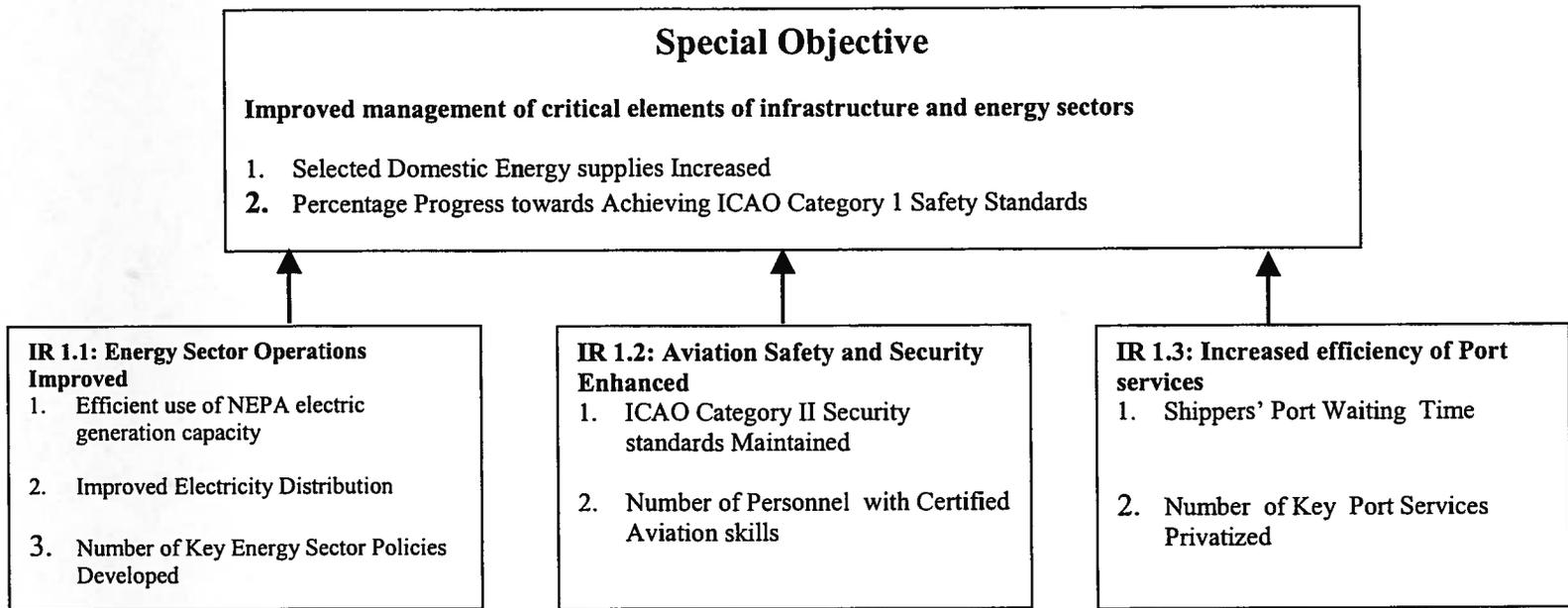
Data Review: This indicator will be reviewed annually to determine its impact on USAID's FP/RH program.

Reporting of Data: The indicator will be reported annually during USAID's Annual Portfolio Review. Also, USAID will report the indicator to USAID/Washington in its annual R4 report as part of narrative as appropriate.

Data Quality Issues:

Date of Initial Data Quality Assessment: This will be determined in consultation with the Implementing Partners. Developed population policies, plans and guidelines will be easily verifiable documents obtained from the national and state government sources.

Known Data Limitations and Significance (if any): Bureaucratic delay in the development process of the policies, plans and guidelines.			
Action Taken or Planned to Address the Data Limitations: Continued dialogue, networking and advocacy at the highest level with government counterparts and the involvement of key technical and policy makers from government in the development process.			
Date of Future Data Quality Assessment: This will be determined in consultation with the Implementing Partners.			
Procedures for Future Data Quality Assessment: USAID/Nigeria's Population, Health and Nutrition (PHN) Office will, in future, be responsible for data quality assessment.			
e. Performance Data Table			
Key to Data Table: None			
Rationale for Selection of Baseline and Targets: Baseline to be determined by USAID and the IPs in 2002.			
Year Target/Planned Actual Comments			
2002 (Baseline)			
2003			
2004			
Comments: Official adoption of policies, plans and guidelines will be monitored as permitted and reported in the narrative.			



Performance Indicator Reference Sheet

SPO: Improved Management Of Critical Elements of the Infrastructure and Energy Sectors

Indicator: Selected Domestic Energy Supplies Increased

DESCRIPTION

Precise Definition(s): Annual aggregate Supply of Electricity, Main Petroleum Products (motor gasoline, kerosene, diesel fuel), and Natural Gas to the Domestic Market measured in thermal equivalents.

Unit of Measure: Thermal Equivalents (see other notes for conversion)

Disaggregated by: Electricity Generation, motor gasoline, kerosene, diesel fuel and Natural Gas

Justification/Management Utility: Lack of available and reliable energy supplies is a major constraint on economic development in Nigeria, and the reason for the creation of the SPO. This indicator is a broad measure of the energy available to support economic growth and demonstrates improved management capacities of Nigerian Electric Power Authority (NEPA) and Nigerian National Petroleum Corporation (NNPC) to deliver services to Nigerians

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Collection of relevant data from GON sources: NEPA, and NNPC

Method of Acquisition by USAID: From NEPA and NNPC data reporting systems. By hand.

Data Source(s): NNPC, NEPA, Federal Ministry of Statistics

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: built into contract

Responsible Individual(s) at USAID: John Brodman

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sept 2002

Known Data Limitations and Significance (if any): Not applicable

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: Tables, graphs, and charts, showing annual changes in energy supply expressed in the same energy desegregation

Presentation of Data: Summary tabular report

Review of Data: Annually

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: 1999 will be chosen for the base year

Location of Data Storage: USAID Mission Nigeria

Other Notes: Will be assisted by NEXANT as an IP

THIS SHEET LAST UPDATED ON: 12 /13 /01

Performance Indicator Reference Sheet

Special Objective 1: Improved management of critical elements of infrastructure and energy

Indicator: Percentage Progress Towards Achieving ICAO Category 1 Safety Standards

DESCRIPTION

Precise Definition(s): Category 1 safety standards is the International Civil Aviation Organization (ICAO) standard which must be met for any country to fly into United States utilizing its crew and carriers. (Checklist for assessment will be obtained from DOT)

Unit of Measure: Yes/NO

Disaggregated by: none

Justification/Management Utility: This indicator will show how far we have gone to achieving one of the major goals of our intervention in the aviation sector. It will be a major USAID contribution as currently only 3 African countries have achieved category 1 safety standard.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Federal Aviation Authority (FAA) will assess the status of Nigerian aviation sector

Method of Acquisition by USAID: periodic monitoring report

Data Source(s): Department of Transport (DOT)/ Federal Airport Authority of Nigeria (FAAN)

Frequency/Timing of Data Acquisition:

Estimated Cost of Data Acquisition: Into The Contract

Responsible Individual(s) at USAID: Frank Okafor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: TBD

Known Data Limitations and Significance (if any):

Actions Taken or Planned to Address Data Limitations:

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Reports of IP will be analyzed by team members

Presentation of Data: Table, graph and chart

Review of Data: Portfolio review, R4

Reporting of Data: R4

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 12/4 /01

Performance Indicator Reference Sheet

SPO: Improved Management Of Critical Elements of the Infrastructure and Energy Sectors

Intermediate Result: Energy Sector Operation Improved

Indicator: Efficient use of NEPA electric generation capacity

DESCRIPTION

Precise Definition(s): The percentage of actual electricity injected to the grid network over the total installed generating capacity of National Electric Power Authority Power stations. For example, the total installed generating capacity of Egbin Thermal Station is 1320 megawatts but it is currently producing at 1100 megawatts. The electricity generation capacity of Egbin station is $1100/1320 * 100 = 83\%$.

Unit of Measure: percent (%).

Desegregated by: no desegregation

Justification/Management Utility: An increased efficiency in electricity generation is necessary to the supply of electricity in Nigeria. Such an increase is a measure of the ability of the management of NEPA to maintain efficient operations of the turbines needed for sustained supply of electricity. This will assist USAID decision in determining areas of future intervention in the electricity sector.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: An examination of NEPA records by NEXANT

Method of Acquisition by USAID: Periodic report submitted by NEXANT for USAID/DOE

Data Source(s): NEPA

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Built into the contract

Responsible Individual(s) at USAID: JOHN Brodman

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: TBD

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: Summary reports prepared by NEXANT

Presentation of Data: Summary reports, tables, graphs, charts

Review of Data: Annually

Reporting of Data: As required

OTHER NOTES

Notes on Baselines/Targets: Data on generation supplied to the National Control Center for dispatch through the grid.

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 12/10 /01

Performance Indicator Reference Sheet

SPO: Improved management of critical elements of the infrastructure and energy sectors
Intermediate Result: Energy Sector Operations Improved
Indicator: Improved Electricity Distribution

DESCRIPTION

Precise Definition(s): The number of local government area headquarters connected to National power grid is used as a proxy of the extent electricity distribution in Nigeria
Unit of Measure: Number
Disaggregated by: Could be Disaggregated by state, and by geopolitical zones
Justification/Management Utility: Access to electrical power is an important element of economic growth and a realization of the promised democratic dividend. It assumes that bringing power to an LGA Headquarters also makes power available to others in the community.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: NEXANT Consultation with Federal Ministry of Power and Steel, NEPA, and the Rural Electrification Agency will collect the data on the number of local government headquarters that are connected.
Method of Acquisition by USAID: Nexant will provide USAID with periodic monitoring report
Data Source(s): FMPS, Electrical Inspectorate Service
Frequency/Timing of Data Acquisition: Quarterly
Estimated Cost of Data Acquisition: Built into the contract
Responsible Individual(s) at USAID: John Brodman

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: Assess for changes from previous period, by state if so desired.
Presentation of Data: Tables, charts, graphs
Review of Data: Quarterly
Reporting of Data: Annual portfolio reviews, R4, Energy Update Reports

OTHER NOTES

Notes on Baselines/Targets: Data currently being monitored by the Electrical Inspectorate Service, FMPS
Location of Data Storage: USAID Mission
Other Notes:

THIS SHEET LAST UPDATED ON: 12 /4/01

Performance Indicator Reference Sheet

SPO: Improved Management Of Critical Elements of the Infrastructure and Energy Sectors

Intermediate Result: Energy Sector Operation Improved

Indicator: Number of Key Energy Sector Policies Developed

DESCRIPTION

Precise Definition(s): Number of key energy sector policies that have been formulated or influenced by inputs/comments from USAID/DOE sponsored energy sector activities in Nigeria. Key policies include.....

Unit of Measure: Number of Policies

Disaggregated by: None

Justification/Management Utility: The development energy sector policies is an important step in the removal operational bottlenecks in the energy sector. AS the sector becomes more operational, adequate energy services are made available. This shows that USAID input is having impact.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Collection of relevant data by NEXANT

Method of Acquisition by USAID: Extraction from the NEXANT progress report

Data Source(s): NEPA, ECN and FMPS

Frequency/Timing of Data Acquisition: semi-annually

Estimated Cost of Data Acquisition: built into the contract

Responsible Individual(s) at USAID: John Brodman

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: TBD

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: Summary reports prepared by NEXANT

Presentation of Data: Summary reports, tables, graphs, charts

Review of Data: Annually

Reporting of Data: As required

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 12/4 /01

Performance Indicator Reference Sheet

Special Objective 1: Improved management of critical elements of infrastructure and energy

Intermediate Result: Aviation safety and security enhanced

Indicator: ICAO Category II security standards maintained

DESCRIPTION

Precise Definition(s): Category II standards refer to a range of FAA activities that minimize the risk of injury or death of people or damage or loss of property due to hostile act of terrorism that maybe directed to the national airspace system. (Checklist of FAA activities will be obtained from DOT)

Unit of Measure: Yes/NO

Disaggregated by: none

Justification/Management Utility: This indicator shows substantial improvement in the security at the Muritala Mohammed international Airport (MMIA) and it is a prerequisite for the attainment for category 1 safety standard. The attainment of the above led to the lifting of a six year ban on flights from Nigeria to the US and led to the development of an open skies agreement and the signing of memorandum of cooperation with Nigerian Aviation and Transport ministry.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: FAA will assess the status of Nigerian aviation sector

Method of Acquisition by USAID: periodic monitoring report

Data Source(s): implementing Partner/FAAN

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: Into The Contract

Responsible Individual(s) at USAID: Frank Okafor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment:

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: None

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Reports of IP will be analyzed by team members

Presentation of Data: Table, graph and chart

Review of Data: Portfolio review, R4

Reporting of Data: R4

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 12/4 /01

Performance Indicator Reference Sheet

SPO: Improved management of critical elements of infrastructure and energy

Intermediate Result: Aviation safety and security enhanced

Indicator: Number of Personnel with certified aviation skills

DESCRIPTION

Precise Definition(s): Certified aviation skills refer to additional range of skills acquired through USAID support to increase and maintain the ability of the national airspace system to govern the flow of traffic by personnel to effectively monitor an aircraft in the Nigerian airspace. The skills are for landing and takeoff and for the servicing and maintenance of aviation equipment.

Unit of Measure: Number with certified skills

Desegregated by: none

Justification/Management Utility: It is a measure of the skill level of the personnel as a prerequisite for meeting the FAA standard for safety and security.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: DOT will evaluate the certification of the skill level of relevant aviation personnel

Method of Acquisition by USAID: periodic monitoring report

Data Source(s): DOT

Frequency/Timing of Data Acquisition: BI-annual

Estimated Cost of Data Acquisition: built into the contract

Responsible Individual(s) at USAID: Frank Okafor

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: Comparative analysis of the skills over a given period of time by the team member and possibly with the IP attendance

Presentation of Data: Table and graph

Review of Data: Portfolio review

Reporting of Data: R4 and other reporting requirements

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 12/4/01

Performance Indicator Reference Sheet

SPO: Improved management of critical elements of infrastructure and energy
Intermediate Result: Increased efficiency of Port services
Indicator: Shippers' port waiting time

DESCRIPTION

Precise Definition(s): Port waiting time refers to the number of days/hours it takes for a ship to berth, cleared and offloaded

Unit of Measure: hours

Disaggregated by: *None*

Justification/Management Utility: This is a direct measure of port services efficiency and a reduction in the cost of doing business which currently the highest along the West African coast.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: DOT will look at the entries of the Nigerian Port authority (NPA), the Customs and an interview with shippers

Method of Acquisition by USAID: Quarterly report

Data Source(s): NPA, NMA, Nigerian customs and shippers' council

Frequency/Timing of Data Acquisition: Annual

Estimated Cost of Data Acquisition: Built into Contract

Responsible Individual(s) at USAID: Frank Okafor

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: Comparative analysis of the skills over a given period of time by the team member and possibly with the IP attendance

Presentation of Data: Table and graph

Review of Data: Portfolio review

Reporting of Data: R4 and other reporting requirements

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

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Performance Indicator Reference Sheet

SPO: Improved management of critical elements of infrastructure and energy

Intermediate Result: Increased efficiency of port services

Indicator: Number of key port services privatized

DESCRIPTION

Precise Definition(s): This Indicator measures the number of port services such as cargo handling, crane and haulage services, tug boat, container terminal etc. that are competitively transferred to private service providers in the two Lagos ports.

Unit of Measure: Number

Disaggregated by: *none*

Justification/Management Utility: Private sector is presumed to operate more efficiently than the public sector, it is therefore expected that as more port services are being managed by the private sector the more efficiency is increased.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: DOT will count the number of services privatized

Method of Acquisition by USAID: periodic monitoring report

Data Source(s): NMA, NPA,

Frequency/Timing of Data Acquisition: Annual

Estimated Cost of Data Acquisition: into the contract

Responsible Individual(s) at USAID: Frank Okafor

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: TBD

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: none

Date of Future Data Quality Assessments: TBD

Procedures for Future Data Quality Assessments: TBD

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: A relational analysis of the indicator in relation to transaction cost reduction will be carried out

Presentation of Data: Graphs, tables and chart

Review of Data: Portfolio review, program summary and R4

Reporting of Data: R4

OTHER NOTES

Notes on Baselines/Targets:

Location of Data Storage:

Other Notes:

THIS SHEET LAST UPDATED ON: 11 /27 /01

