**Yemen
Promoting Youth Civic Engagement
Cooperative Agreement Number:**

**279-A-00-10-00060-00**

**Performance Monitoring and Evaluation Plan
July 1, 2014 to September 30, 2015**

PMEP Submission Date: January 25, 2015

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## 1. Introduction

This document serves as the Project Monitoring and Evaluation Plan (PMEP) of the Promoting Youth Civic Engagement (PYCE) Project implemented by the America Mid-East Educational and Training Services (AMIDEAST). It follows the approved PMEP for the period from October 1, 2010 through June 30, 2014, and covers the period of the project performance from July 1, 2014 to September 30, 2015.

The PMEP describes the plan for monitoring the PYCE Project's implementation progress against planned targets and evaluating progress towards achieving expected program results. This PMEP is designed to contribute to the effectiveness of the project monitoring system by assuring that comparable data will be collected on a regular and timely basis. The PMEP includes documentation of indicator definitions, sources, and methods of data collection, with a view to ensuring that comparable data will be collected over time - even when key personnel change. The PMEP supports reliable data collection by documenting the frequency and schedule of data collection and assigning responsibilities.

## 2. Description of the Project

Objectives: PYCE project is designed to support USAID's objective of increasing Yemen's stability through targeted interventions in vulnerable areas by (1) improving community-based institutions and mechanisms to ensure active participation in governance and locally-driven solutions strengthened; and (2) improving access to and the delivery of quality services.

To support this USAID objective, the PYCE project objectives have sought: to strengthen the role of moderate religious actors in positively influencing Yemeni youth, and to establish and support youth sports and recreational programs. In response to changes in Yemen's political and socio-economic context, which has been influenced recently by the Arab Spring that led to the Yemeni Revolution, a new Transitional Government, and an ongoing process of national reconciliation and priority-setting known as the National Dialogue, the language of these objectives has been enhanced. These objectives have been expanded to foster a more diverse set of program components that can accomplish the overarching objectives of USAID in a new Yemen. The enhanced objectives are: 1) Strengthen and increase interaction between youth and influential community actors, including moderate religious actors; and 2) Empower youth to positively affect their local communities through sports, recreational programs, and other community-based engagement activities.

AMIDEAST and its partners Peace Players International (PPI) and the National Organization for the Development of Society (NODS), in cooperation with the Ministries of Youth and Sports (MoYS), Endowments and Guidance (MoEG) and Education (MoE), will adopt a technical approach that will support strengthening youth participation in their communities and in the process of governance. Civic engagement is the collection of actions of individuals to improve quality of life in their communities. The foundations of civic engagement are volunteerism and a sense of responsibility towards one's community, and these are the values that PYCE seeks to enhance in Yemeni youth. It is only when these concepts are embraced and practiced can youth advance to become active citizens.

Program Components: There are 2 program components:

1. Strengthen and increase interaction between youth and influential community actors including moderate religious actors.

2. Empower youth to positively affect their local communities through sports, recreational programs and other community-based engagement activities.

<u>Activities</u>: There are 12 major activities of the PYCE Project for the 2 program components.

To achieve component 1, PYCE will perform the following five activities: engage community actors in governorate level meetings; conduct regular meetings of Steering Committee members; hold regular meetings of PYCE participants; support community grants to Peer Network Members; and encourage partnerships to sustain interactions.

To achieve component 2, PYCE will perform the following 7 activities: renovate youth centers; support participatory analysis for community action (PACA) teamwork activities; train youth as coaches, referees and activity coordinators; support team-based sport-for-development service activities and competitions; train Peer Network Members on Peer Facilitation and Project Development (PFPD); support Peer Network Members as they train other youth; and utilize various communication channels to promote youth activities, receive feedback from youth and community members and respond to their recommendations.

<u>Target Beneficiaries:</u> PYCE target beneficiaries are female and male youth in selected governorates who are:
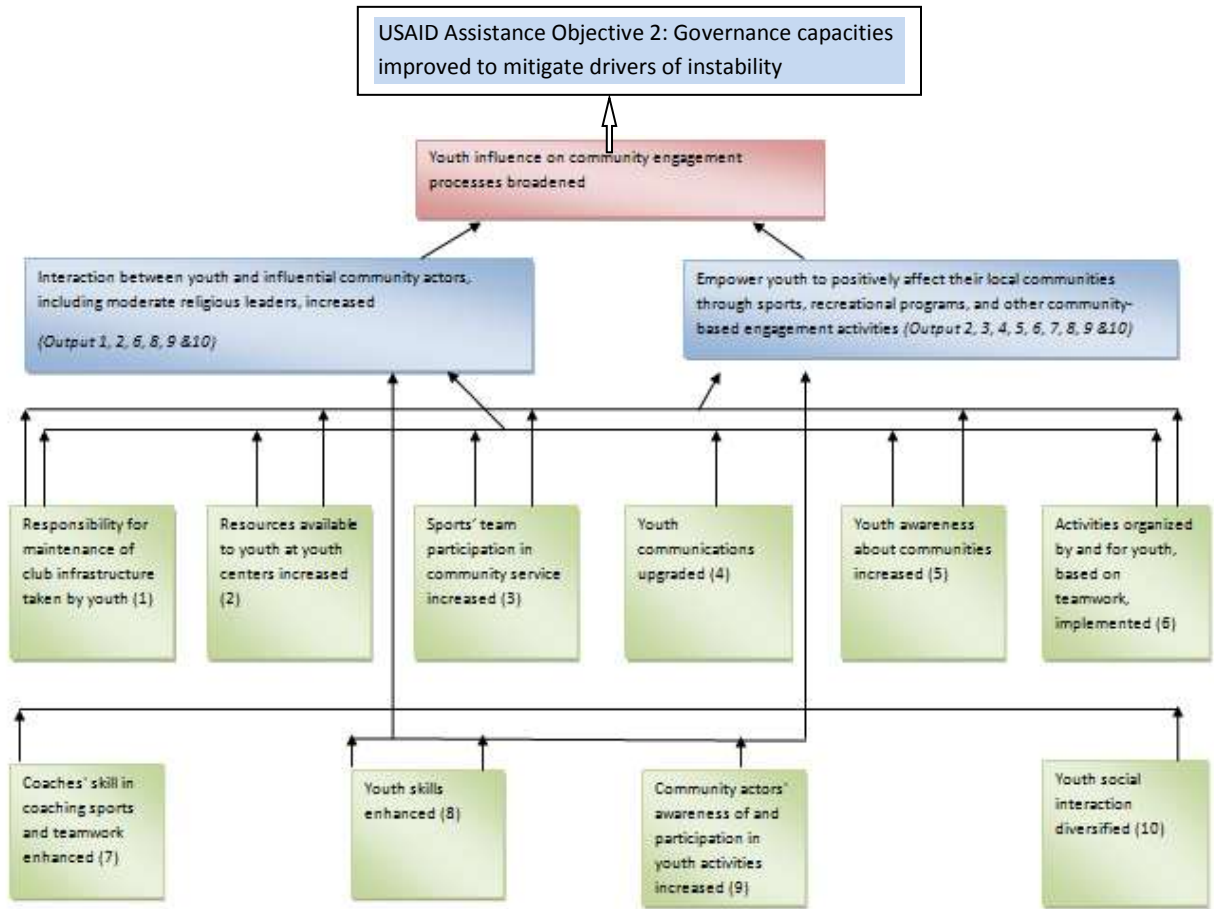
1. Between 18-32
2. Committed to positively impacting their neighborhoods
3. Will utilize an inclusive and team-based method of planning, implementing and participating in youth-centered activities

The PYCE Program approach has been to work alongside community and moderate religious actors, to identify, guide and support a small number of promising youth, between 18-32 years old. These youth would then perform community needs assessments and plan and implement awareness, sport and community-service activities for youth in their neighborhoods. Their events would be implemented at youth centers, alongside solar installations and PYCE-supported renovations. As the youth become more skilled in outreach, they would then identify and train other youth to become role models and scale-up their interventions. PYCE intends to guide these youth, known as the Peer Network, as they work with existing PYCE-supported youth centers in Aden, Lahej, Marib and Sanaa and replicate the program at expansion sites in additional districts in Aden, Abyan, Lahej and Sanaa.

### 3. Project Results Framework

The project results framework continues on the following page.

### 3.1 Results Framework

USAID Assistance Objective 2: Governance capacities improved to mitigate drivers of instability

Youth influence on community engagement processes broadened

Interaction between youth and influential community actors, including moderate religious leaders, increased

*(Output 1, 2, 6, 8, 9 &10)*

Empower youth to positively affect their local communities through sports, recreational programs, and other community-based engagement activities *(Output 2, 3, 4, 5, 6, 7, 8, 9 &10)*

Responsibility for maintenance of club infrastructure taken by youth (1)

Resources available to youth at youth centers increased (2)

Sports' team participation in community service increased (3)

Youth communications upgraded (4)

Youth awareness about communities increased (5)

Activities organized by and for youth, based on teamwork, implemented (6)

Coaches' skill in coaching sports and teamwork enhanced (7)

Youth skills enhanced (8)

Community actors' awareness of and participation in youth activities increased (9)

Youth social interaction diversified (10)

### 3.2 Results Matrix

The project results matrix continues on the following pages.

RESULTS MATRIX FORMAT

| USAID Assistance Objective 2: Governance capacities improved to mitigate drivers of instability | PYCE achieves impact in improving governance capacity through flagship leadership and development training for at risk youth as well as facilitating meetings, mentorships and joint events where youth and both community leaders and ministry representatives can work together to rebuild communities. This cooperation enables youth to contribute to the government's youth development agenda, foster career readiness, inform drug prevention campaigns and increase safety standards at K-12 schools and clubs. As a result, trust relations form and confidence in local leaders increases, such that these relationships lead to direct, measurable improvements in communities which were once underserved and unstable, and are now more inclusive, thereby mitigating drivers of instability. |
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**Intermediate Results/ Outcome Indicators**

| Project Intermediate Results' indicators | Base Line | FY 2015 Target | Specific Data Source |
|---|---|---|---|
| **Intermediate Result (IR) 1**: Strengthen and increase interaction between youth and influential community actors, including moderate religious actors | | | |
| **Indicator 1.1 Name:** Number of community actors engaged in governorate-level meetings in selected governorates<br><br>**Indicator 1.1 Definition**: This number includes all community actors (youth/non-youth), contacted through the Ministry of Youth and Sports (MoYS), Ministry of Endowments and Guidance (MoEG), Ministry of Education (MoE), local councils, and other community officials, that participated in at least one governorate-level meeting to discuss the project objectives.<br><br>A community actor is defined as an individual who is engaged in the community and who people may listen to for advice to inform their decisions. A community actor is an individual who resonates within the social fabric of the community and may include sport, moderate religious, governmental, or civil society individuals. | N/A | 300 | The PYCE Team is the data source. The PYCE Team will collect attendance lists at each governorate-level meeting as well as photos or videos. Informal interviews or group discussions will be held with attendees. |
| A meeting is an opportunity to discuss the project, its objectives, challenges, achievements and activities with a greater governorate-wide stakeholder group of people in addition to Steering Committee and Peer Network Members. Trainings can be part of a meeting. Sport programs are not part of the meeting. The unit of measure is the number of meetings. | | | |

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| **Indicator 1.2 Name:** Number of Governorate Steering Committees (G-SCs) Meetings for the PYCE project held in selected governorates<br><br>**Indicator 1.2 Definition:** A Steering Committee is a team of between 10 to 30 community actors, including but not limited to moderate religious actors, who meet regularly for the purpose of providing guidance and resources to the PYCE Project and its Peer Network. A Steering Committee will be considered established once it has a list of a minimum of 10 members and has held at least 2 meetings.<br><br>Subcommittees will be formed by the Steering Committees to address and review applications for specific activities (such as interviewing and selection of Peer Network Members), or to examine particular issues, and project locales' needs.<br><br>A community actor is defined as an individual who is engaged in the community and who people may listen to for advice to inform their decisions. A community actor is an individual who resonates within the social fabric of the community and may include sport, moderate religious, governmental, or civil society individuals. | N/A | 24 | Steering Committee (SC) Members and the PYCE Team are the data source. Steering Committee formation documents, duties and agendas for meetings will be collected and maintained in PYCE Project files. Member contact lists will be collected and entered into a spreadsheet. Attendance lists and photos will be collected and taken by the PYCE Team during meetings. |
| A meeting is an opportunity to discuss the project, its objectives, challenges, achievements, activities and plans among Steering Committee Members within a governorate. Trainings can be part of a meeting. Sport programs are not part of the meeting. The unit of measure is the number of meetings. | | | |
| **Indicator 1.3 Name:** Number of meetings of PYCE participants held at youth centers.<br><br>**Indicator 1.3 Definition:** Aside from Steering Committee monthly meetings, all meetings including subcommittee meetings, Peer Network, center coaches/activity coordinators, Peer Network Activity Councils (PNACs) and youth beneficiaries held at youth centers as a part of PYCE activities will be counted, whether organized by the PYCE Team or program beneficiaries themselves.<br><br>A meeting is an opportunity to discuss project objectives, activities, challenges, achievements, activities, and plans and to participate in brainstorming sessions on project objectives. Trainings can be part of a meeting. Sport programs are not part of the meeting. The unit of measure is the number of meetings. | N/A | 24 | Peer Network (PN) Members, Steering Committee (SC) Members, and the PYCE Team are the data sources. Peer Network Member contact and attendance lists will be collected by the PYCE Team and entered into the project's spreadsheet to track participation and activities. Peer Network Members or Steering Committee Members will collect attendance for other participants as well as photographs or videos. |
| **Indicator 1.4 Name:** Number of community grants awarded to Peer Network Members in selected governorates<br><br>**Indicator 1.4 Definition:** A Community Grant is financial support towards an idea submitted in an application form by a Peer Network member and this idea engages youth in community-based service projects with a variety of community actors. The grant is approved by the Steering Committee.<br><br>Steering Committees will evaluate the submitted proposals and ensure that applicants are eligible and have the relevant experience and capabilities to manage the grant.<br><br>A Community Grant will be considered awarded once money has been disbursed. The unit of measure is the number of grants awarded. | N/A | 15 | Peer Network (PN) Members, Steering Committee (SC) Members, and the PYCE Team are the data sources. The PYCE Team will distribute and collect applications for Community Grants. The PYCE Team will maintain the original copy of the Steering Committees' approved application. Each approved application will be entered in a tracking sheet.<br><br>A PYCE Team Member and/or Steering Committee Member will visit the site and complete an observation report. A Peer Network Member will complete a final report which will include either photos or videos of the Community Grant. |

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| **Indicator 1.5 Name:** Number of Partnerships developed by Peer Network Members with businesses (1.5.1), community-based organizations and local initiatives (1.5.2), and other youth serving and government entities<br><br>**Indicator 1.5 Definition:** A partnership is a relationship constructed through support of Peer Network Member activities. The partnership may occur with a business, community-based organization, or other youth-serving and government entities that has or have provided Peer Network Members with support for their activities.<br><br>Support can include: services (such as photography or transportation); labor (volunteer workers); facilities (in the form of space that may otherwise be rented); gifts and prizes; training or motivational support (through guest appearances as presenters, facilitators, or expert resources); and supplies and materials (which may include sport equipment, refreshments, learning materials, as well as the tools, supplies and materials indicated to conduct workshops and keep clean and maintain youth centers). | N/A | 15<br><br>-5 (indicator value for 1.5.1),<br>-4 (indicator value for 1.5.2), and<br>-5 (indicator value for 1.5.3). | Peer Network (PN) Members and Steering Committee (SC) Members are the data sources. PN Members will be particularly focused on acquiring support for Community Grants and team-based activities and developing these activities into long-term, competitive sport or other competitions. The PYCE Team will collect partnership data, including the name, location and type of contribution made in support of Peer Network activities.<br><br>The PYCE Team will distribute and collect applications for Community Grants. The PYCE Team will maintain the original copy of the Steering Committees' approved application. Each approved application will be entered in a tracking sheet.<br><br>A PYCE Team Member and/or Steering Committee Members will visit the site and complete an observation report. A Peer Network Member will complete a final report which will include either photos or videos on the Community Grant, noting the partnership. |
| Support can be provided once or regularly and can be provided as in-kind donations or cost-sharing.<br><br>A partnership is considered once formed when the support is provided. The unit for measure is the number of partnerships. | | | |

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| **Intermediate Result (IR) 2:** Empower youth to positively affect their local communities through sports, recreational programs, and other community-based engagement activities | | | |
| **Indicator 2.1 Name:** Number of youth centers renovated in selected governorates<br><br>**Indicator 2.1 Definition:** All sites that received any funding for facilities upgrades will be counted once they have conducted a maintenance workshop for youth using the center.<br><br>A youth center is a public facility with its affiliated spaces that is utilized by youth to meet, organize or take part in sport, recreational, cultural, or community service activities. Youth centers may include public clubs, schools, universities, other educational institutions, and parks.<br><br>Renovations are comprised of financial and technical support to increase the capacity of youth centers through structural enhancements, supplies and equipment, repairs and solar system installations. PYCE renovations are implemented incrementally as community buy-in is secured. | N/A | 2 | Site administration, contracted renovators, the PYCE Team, and Steering Committee Members are the data sources. The PYCE Team will maintain the original copy of the Environment Documentation Form (EDF) if applicable, site owner letters of receipt, contracted renovators' invoices, and Steering Committee and PYCE Team observation reports.<br><br>Each renovation type will be tracked but centers that have received more than one renovation type will be counted as 1 beneficiary throughout the program duration. All sites that received any funding for facilities upgrades will be counted once they have conducted a maintenance workshop for youth using the center. |
| Renovation types include: infrastructure (solar power, solar lighting, water storage, and security and protective), sport and recreation (sport furniture and equipment and facilities), leisure (furniture and equipment for visitors), and general administrative (basic furniture and equipment for administrators of the centers). The unit of measure is the number the number of centers renovated. | | | |

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| **Indicator 2.2 Name:** Number of Participatory Analysis for Community Action (PACA)-informed teamwork activities completed by PYCE Peer Network applicants<br><br>**Indicator 2.2 Definition:** A Participatory Analysis for Community Action (PACA)-informed activity is a small community-service project, which serves as the final phase of the PYCE Project Workshop. The small project can include activities that are gender separated (activities that involve both genders but at separate times), or that are gender-specific (for only one gender at a time). The type of activities may include community service-only activities, or sport and recreation-focused activities, or educational awareness-focused activities, or a combination of community service, sport and recreation, and awareness activities. | N/A | 8 | Peer Network applicants, PYCE Team, Steering Committee Members are the data sources. Registration and attendance forms for the activity of the Peer Network applicants will be collected by the PYCE Team. The PYCE Team or Steering Committee Member observes the activity and submits an observation report which may include photos. Peer Network applicants complete a report and provide photographic documentation of activity. The PYCE Team enters the data into the spreadsheet developed in-house to track the completion of the Peer Network application process and the participant details. |
| The PYCE Project Workshop, also known as the Community Engagement Workshop, is a 20-hour youth-centric workshop to introduce PYCE to aspiring Peer Network Members as well as other community actors, and provide instruction and hands-on activities that will foster the development of skills in program planning and implementation, presentation, community research, civic engagement and photography as a tool to re-imagine their neighborhoods. The Community Engagement (CE) Workshop is a requirement for Peer Network Membership. Also, a requirement of PYCE Peer Network applicants is to perform Participatory Analysis for Community Action (PACA) in their communities to assess youth needs and interests. This needs assessment serves as the basis of project concepts that Peer Network applicants submit to PYCE. Approximately four concepts per workshop are selected for development, and PN applicants are placed in cohorts in accordance with their common interests. These cohorts plan four micro-graduation projects based upon the project concept and upon approval from the appropriate local officials.<br><br>A Participatory Analysis for Community Action (PACA)-informed activity will be considered completed once the project has been accomplished and upon submission of an activity report by the Peer Network applicants and PACA team participants.<br><br>A youth will be considered a Peer Network Member if s/he completes a PACA-informed teamwork activity and interview with Steering Committee Members and recommendation by the Steering Committee for the membership. The unit of measure is the number of PACA teamwork activities completed. | | | |
| **Indicator 2.3 Name:** Number of youth trained as coaches, referees and activity coordinators in selected governorates.<br><br>**Indicator 2.3 Definition:** A coach, referee or activity coordinator will be considered "trained" once s/he completes 75% to 80% of training hours and practicum, which encompasses a small sport activity for nearby local youth that participants plan and implement in teams. After successful completion of the class room instruction and practicum the participants can receive a recommendation for graduation by the trainer.<br><br>An activity coordinator is an individual who organizes, conducts or monitors activities in a school, club, university, other educational institution, park, local association, or local initiative, and affiliated spaces. The unit of measure is the number of youth trained. | N/A | 30 | The PYCE Team, Peace Players International (PPI) sub-contractor/prepared trainer, Peer Network Members, and Steering Committee Members are the data sources. Attendance sheets for the participants will be collected by the PYCE Team. The PYCE Team will also take and maintain photos from the SAC Program. The PYCE Team enters the data into the project spreadsheet. SC Members and the PYCE Team will submit observation reports and photos or videos. Peace Players International (PPI) sub-contractor/prepared trainer will submit assessments of trainee skills and recommend certificates of completion for trainees whose skills satisfy the benchmark on a standard rubric. The PYCE Team will issue certificates of completion and maintain lists of trainees who successfully completed the Sport and Activity Coordinator (SAC) Program. Peer Network Members will participate in interviews and surveys conducted by the PYCE Team. |

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| **Indicator 2.4 Name:** Number of sport-for-development team-based service activities implemented (2.4.1) and competition (2.4.2) implemented<br><br>**Indicator 2.4 Definition:** A team or youth group is comprised of youth who are either youth center staff, volunteers, members, PYCE beneficiaries, or recruited by any of these groups.<br><br>The team is considered formed when a form is submitted with names and contact information as well as proposed activities for three or more people. The form is endorsed and approved by the Steering Committee.<br><br>The teams will receive support for equipment, supplies and jerseys/outfits. The support will be considered received once funding is dispersed.<br><br>A youth center is a public facility with its affiliated spaces that is utilized by youth to meet, organize or take part in sport, recreational, cultural, or community service activities. Youth centers may include public clubs, schools, universities, other educational institutions, and parks. | N/A | 90<br><br>-80 (indicator value for 2.4.1); and -10 (indicator value for 2.4.2). | The PYCE Team, Steering Committee Member, and PYCE direct beneficiaries are the data sources. Steering Committee Members and the PYCE Team submit observation reports from field visits to document teams in action. The PYCE Team will collect documentation of team activities as applicable, which can include but are not limited to: formation documents; requests/receipts for supplies; photos; Peer Network Reflection forms; and communication materials (i.e. posters, social media postings and mobile data) utilized to promote team activities. |
| Sport-for-development team-based service activities are focused on volunteerism, repairs and other acts of service to rehabilitate centers with the goal of rebuilding community. Participants in service activities include youth recruited by Peer Network Member Teams.<br><br>Sport-for-development competitions are games and events that bring youth together for the purposes of a sport or recreational tournament. Competitive teams include youth recruited by Peer Network Member Teams.<br><br>Both sport-for-development service activities and competitions utilize the sport-for-development model which utilizes sport, recreation and play to achieve development goals in other fields such as health and education as well as to foster the acquisition of life skills.<br><br>Team-based initiatives that are either service activities or sport and recreation competitions are organized at or through the targeted youth centers will be counted, whether they are organized by the PYCE Team and/or beneficiaries or by the youth center staff or its volunteers or members, or recruited by any of these groups. The unit of measure is the number of service activities or competitions completed. | | | |

| Indicator 2.5 Name: Number of Peer Network Members trained on peer facilitation and project development | N/A | 28 | The PYCE Team, National Organization for the Development of Society (NODS) sub-contractor/prepared trainer, Peer Network Members, and Steering Committee Members are the data sources. Attendance sheets for the participants will be collected by the PYCE Team. The PYCE Team will also take and maintain photos from the PFPD. The PYCE Team enters the data into the project spreadsheet. SC Members and the PYCE Team will submit observation reports and photos or videos. The trainers (recommended by NODS) will submit assessments of trainee skills and recommend certificates of completion for trainees whose skills satisfy the benchmark on a standard rubric. The PYCE Team will issue certificates of completion and maintain lists of trainees who successfully completed the PFPD. Peer Network Members will participate in interviews and surveys conducted by the PYCE Team. |
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| **Indicator 2.5 Definition**: The Peer Facilitation and Project Development Program (PFPD) serves to prepare PYCE Peer Network members as local facilitators to plan and implement awareness, cultural and community-service activities for at-risk peers in their neighborhoods. The PFPD Program serves to increase skills in facilitation, in participatory and reflective training, in the evaluation of participant learning, and in gathering long-term support for youth-centered programs. A facilitator draws on the experiences and feelings of others and guides a conversation or activity towards a desired goal. First, the facilitator identifies relevant topics for activities based upon community appraisal. Then the facilitator prepares materials related to this topic and conducts the activity by utilizing both the materials and the experiences of participants in order to ensure inclusion and participation. The participants can share their knowledge and gain from one another. A Peer Network Member will be considered "trained" once s/he completes the required number of training hours successfully. Successful completion is defined as attendance of 75% of training hours, and 2 hours of practice training. The unit of measure is the number of Peer Network Members trained. | | | |

| Indicator 2.6 Name: Number of participants trained by the PYCE Peer Network Members in selected governorates | N/A | 3,000 | Peer Network Members, Steering Committee Members, the PYCE Team, and participants are the data sources. Attendance forms for the participants will be collected by Peer Network Members. Peer Network Members will take photos or videos and will complete a final report. Data will be collected and taken by the PYCE Team and entered into the project spreadsheet. Informal interviews will be conducted to obtain feedback from youth center administration by the PYCE Team. Steering Committee Member observation reports will be collected and may include photos or videos. |
| --- | --- | --- | --- |
| **Indicator 2.6 Definition**: A participant is defined as a PYCE indirect beneficiary who participates in the activities conducted by Peer Network Members. A participant is between the ages of 10 and 32 years of age. A Peer Network Member can conduct a training upon completing the Peer Facilitation and Project Development (PFPD) Program (formerly known as the Training of Trainers, or TOT, Program) or the Sport and Activity Coordinator (SAC) Program, or by implementing a PYCE Community Grant. The Peer Network Member must submit a training topic, location, date and time for approval. A Peer Network Member will be considered "trained" to conduct a training once s/he completes 80% of training hours and is determined proficient in training methods offered by PYCE, or by the National Organization for Development of Society (NODS)/trainer for the Peer Facilitation and Project Development (PFPD) Program (formerly known as the Training of Trainers, or TOT, Program), or Peace Players International (PPI)/prepared trainer for the SAC Program. The unit of measure is the number of participants trained by a Peer Network Member. | | | |

| Indicator 2.7 Name: Number of Communications PYCE Peer Network use to disseminate information about youth activities (2.7.1), to gather information from youth and other community members about their needs, concerns and suggestions for youth activities (2.7.2), and to respond to community members' requests and concerns related to youth activities (2.7.3)<br><br>Indicator 2.7 Definition: This indicator counts the number of communications the Peer Network Members use to disseminate information about PYCE activities, to obtain feedback about their activities, or to respond to feedback from community members related to youth activities. Steering Committee Members review communications for distribution.<br><br>Communication channels include mobile technology, social media, print media, events, sites visits, surveys, radio broadcasts, TV broadcasts, film media, public announcements, media sharing methods, and meetings with community actors and officials. The unit of measure is the number of communications used. | | 70<br><br>-50 (indicator value 2.7.1).<br>-10 (indicator value for 2.7.2).<br>-10 (indicator value for 2.7.3). | Peer Network Members and Steering Committee Members are the data sources. The PYCE Team will scan and gather Facebook pages and entries, online articles, text messages, newspaper articles and television news segments or related broadcasts. Copies of communications will be collected by the PYCE Team and entered into a PYCE tracking spreadsheet. |
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## Indicators by Activity

| Indicators by Activity | Unit of Measure | Base Line | FY 2014 | FY 2015 | LOP Target (Total) | Comments |
|---|---|---|---|---|---|---|
| Indicator 1.1 Number of community actors engaged in governorate-level meetings in selected governorates | Number (of meetings) | N/A | 100 | 300 | 400 | |
| Indicator 1.2 Number of Governorate Steering Committees (G-SCs) meetings for the PYCE project held in selected governorates | Number (of meetings) | N/A | 10 | 24 | 34 | |
| Indicator 1.3 Name: Number of meetings of PYCE participants held at youth centers | Number (of meetings) | N/A | 10 | 24 | 34 | |
| Indicator 1.4 Name: Number of community grants awarded to Peer Network members in selected governorates | Number (of grants awarded) | N/A | 10 | 15 | 35 | |
| Indicator 1.5 Name: Number of Partnerships developed by Peer Network Members with businesses (1.5.1), community-based organizations and local initiatives (1.5.2), and other youth serving and government entities (1.5.3) | Number (of partnerships) | N/A | N/A | 14 | 14 | New indicator FY 2015 |
| Indicator 2.1 Name: Number of youth centers renovated in selected governorates | Number (of centers renovated) | N/A | 2 | 2 | 4 | |

| Indicators by Activity | Unit of Measure | Base Line | FY 2014 | FY 2015 | LOP Target (Total) | Comments |
|---|---|---|---|---|---|---|
| Indicator 2.2 Name: Number of Participatory Analysis for Community Action (PACA)-informed teamwork activities completed by PYCE Peer Network applicants | Number (of teamwork activities completed) | N/A | 16 | 8 | 24 | |
| 2.3 Number of youth trained as coaches, referees and activity coordinators in selected governorates. | Number (of youth trained) | N/A | 30 | 30 | 60 | |
| Indicator 2.4 Name: Number of sport-for-development team-based sport and service activities implemented (2.4.1) and sport-for development team-based competitive activities (2.4.2) implemented | Number of service activities and competitions completed | N/A | N/A | N/A | 90 | Revised indicator for FY2015 |
| Indicator 2.5 Name: Number of Peer Network Members trained on peer facilitation and project development | Number (of Peer Network Members trained) | N/A | 28 | 28 | 56 | |
| Indicator 2.6 Name: Number of participants trained by the PYCE Peer Network Members in selected governorates | Number (of participants trained by a Peer Network Member) | N/A | 300 | 3,000 | 3,300 | |
| Indicator 2.7.1 Name: Number of Communications PYCE Peer Network use to disseminate information about youth activities | Number (of communic-ations used) | N/A | N/A | 50 | 50 | |
| Indicator 2.7.2 Name: Number of Communications PYCE Peer Network use to gather information from youth and other community members about their needs, concerns and suggestions for youth activities | Number (of communic-ations gathered) | N/A | N/A | N/A | 10 | New indicator FY 2015 |
| Indicator 2.7.3 Name: Number of Communications PYCE Peer Network use to respond to community members' requests and concerns related to youth activities | Number (of communic-ations used) | N/A | N/A | N/A | 10 | New indicator FY 2015 |

## 4.    M&E Methodology

### 4.1 Introduction

The PYCE Team understands the importance of using both qualitative and quantitative data when measuring the outcomes of a program, and the PYCE approach to monitoring and evaluation will include both quantitative and qualitative data. This mixed methods approach will support the measurement of progress towards the achievement of planned outcomes and outputs as well as the monitoring of key aspects of the implementation process.

Quantitative indicators will be reported to USAID in a quarterly format. Qualitative data, which may come from interviews and surveys, will also be used for narrative reports. The PYCE team views both types of data as essential to the robust evaluation of the PYCE Project.

Evaluations will be conducted by the PYCE Team members. Additionally, Steering Committee Members will assist in the monitoring and evaluation of Peer Network activities. Steering Committees play a role in the M&E process in which they report to the PYCE Team their observations as both participants in and monitors of program processes, activities, impact and progress.

### 4.2  Types of M&E Activities and Instruments

The PYCE Project continues to enhance its monitoring and evaluation methods in order to incorporate lessons learned and best practices, to identify areas of growth in real time and to facilitate the adjustments indicated to achieve program objectives.

Evaluations are formative and summative endeavors, as the PYCE Team collects data throughout the life cycle of each activity and significantly tracks the development of programming and the accomplishments of beneficiaries over time.

M&E Activities

PYCE Project M&E Activities include site visits, interviews, participant observation, and document review. A brief description of PYCE M&E Activities follows.

*Site Visit*: A site visit is when a PYCE Team Member, and/or Peer Network Member, and/or Steering Committee Member goes to a youth center to assess the condition of the youth center and in particular, PYCE's supported renovations and upgrades. A site visit includes but is not limited to the observation of youth activities, the inspection of solar power system or rainwater harvesting unit or other renovation, and the collection of photographic or video evidence of activities in the center. A site visit also involves identifying existing needs or gaps in youth services and informal meetings with youth center administrators, local youth and community leaders.

*Interviews*: An interview is a conversation between a PYCE Team Member and one or more PYCE stakeholder(s) in order to gain insight about the quality and the impact of PYCE intervention. Steering Committee Member, Peer Network Member, youth center administrator, youth center member, PYCE direct and indirect beneficiary, and other community member may participate in interviews. An interview includes the collection of photographic or video evidence. Interviews will also involve identifying existing needs or gaps in youth services.

*Participant observation*: Participant observation include direct observation of and direct participation in youth activities and/or PYCE intervention. Participant observation can be conducted by the PYCE Team Member, Steering Committee Member, and/or Peer Network Member. Participant observation involve collecting field notes of the activity, interactions between participants, and qualitative value. Photographic or video evidence may also be collected.

*Document Review*: A document review involve the assessment of project documents by the PYCE Team. Assessment involves reviewing documentation for accuracy and reliability. Documents may include but are not limited to attendance forms, application forms, correspondence, reports and receipts. These forms that are part of the document review are described in detail in the next section.

M&E Instruments

PYCE Project M&E Instruments for PYCE activities include both primary and secondary instruments. Primary instruments include questionnaires, focus-group discussions, informal or semi-structured interviews, photographs or videos, attendance forms, registration forms, grant applications, and formation documents. Secondary documentation includes project checklists and project spreadsheets. A lexicon of all PYCE M&E Instruments follows.

*Questionnaires*: The PYCE Team employs two types of questionnaires in its M&E Activities: the pre-then-post questionnaire, and the post-activity questionnaire.

The PYCE Team utilizes four pre-then-post questionnaires. The PYCE Team's first pre-then-post questionnaire includes a limited number of questions given to Peer Network Members at the beginning of their membership and between 8 to 20 months into their membership. The PYCE Team distributes the questionnaires to compare civic engagement experiences of the Peer Network Members.

The second, third and fourth pre-then-post questionnaires are also a limited number of questions given to participants before and after the PYCE youth leadership and development activities of the Community Engagement (CE) Workshop, the Sport and Activity Coordinator (SAC) Program, and the Peer Facilitation and Project Development (PFPD) Program on site. These pre-then-post questionnaires are distributed respectively on the first day and last day of the CE Workshop and SAC and PFPD Programs during a site visit by the PYCE Team and are completed by the participants of the CE Workshop and SAC and PFPD Programs in order to track the knowledge, skills and attitudes of the youth participants of the programs. The questions are a mixture of closed and open questions. Closed questions include check-the-box and scale questions.

There are two post-activity questionnaires employed by the PYCE Project. The first is known as the Peer Network Reflection Form (PFRF). It is employed by the PYCE Project for all youth-led activities. The post-activity questionnaire is a limited series of questions distributed by the PYCE Team directly to Peer Network Members on the last day of their activities in order to ask youth beneficiaries to rate the effectiveness of various aspects of the activities they led. Most questions of the post-activity questionnaire are check-the-box questions.

A second post-activity questionnaire employed by the PYCE Project is the Qualitative Peer Network Monitoring and Evaluation Form. This form is distributed by the PYCE Team to Steering Committee Members and other stakeholders to assess the effectiveness of a Peer Network Member's activity.

*Focus Group Discussions (FGD):* These are a type of group interview of about 8 participants who represent a subset of a larger number of participants. The participants are asked a pre-determined set of questions about their experiences and opinions on particular topics related to the PYCE activity. The interviewer will be a PYCE M&E staff member who will conduct a site visit after the half-way point of an activity in order to facilitate the FGD with PYCE participants who are engaged in the PYCE Project leadership and development training programs to include the Community Engagement Workshop, and the SAC and PFPD Programs. The PYCE FGD uses a simplified ORID (Observation, Insights, Reflection and Decision) method that facilitates a structured discussion process through a limited number of questions. The PYCE Team will take notes on all responses, giving each participant a say in the discussion.

*Informal or semi-structured interviews*: These are type of individual or group interview where participants are asked a few pre-determined set of open questions with the opportunity for the PYCE

Team to explore particular themes or responses from PYCE participants further. This instrument will be employed by the PYCE Team on a limited basis at the conclusion of a PYCE-supported activity given its less structured nature. Informal or semi-structured interviews will be primarily employed for the PYCE Community Grant with PYCE indirect beneficiaries (i.e., the beneficiaries of the Peer Network Members). Informal or semi-structured interviews may be conducted via site visits or via phone calls.

*Photographs and Videos:* The PYCE Team requires photographic or video evidence of all PYCE activities, when culturally appropriate. These are collected by the PYCE Team, and/or the Peer Network Members, and/or the Steering Committee in site visits, interviews, and participant observations. Photos or videos are taken of meetings, focus group discussions, renovations (before, during and after) and of youth activities (PYCE Community Grants). It should be noted that in respecting societal and cultural concerns photographic or video evidence may not be possible for female activities, particularly those involving sport.

*Attendance Forms:* These are forms that document participation in PYCE activities and are employed as part of M&E instruments during formal meetings, community grants and PYCE leadership and development training programs to include but not limited to the CE Workshop and the SAC and PFPD Programs. Attendance sheets maybe preprinted with the names of the attendees or remain open for full completion. Columns include the following information: name, education, DOB/age/school year, mobile, email address, and signature. Attendance Forms are reviewed and documented by the PYCE Team in the PYCE Project Spreadsheets. It should be noted that for large-scale events including those involving dignitaries and other stakeholders who are not PYCE direct or indirect beneficiaries, sign-in sheets are distributed whereby the stakeholders are only requested to sign their names or produce their business cards.

*Community Grant Applications:* These are application forms for PYCE Peer Network Members to apply for financial support for their activities. The Community Grant Applications are distributed by the PYCE Team and Steering Committee Members. They are received by the PYCE Team and approved grants are tracked on the PYCE Project spreadsheet.

*Formation Documents*: These documents are the forms that register new Peer Network Member teams. The PYCE Team distributes the forms to Peer Network Members who form a team to support a youth center in their community. The forms capture the following information: names of the Peer Network Members forming the team, activities planned by the team, and the youth center(s) the team will support. The PYCE Team will collect the formation documents, review them for accuracy and track the information on the PYCE Project spreadsheet.

*Project Checklists:* The PYCE Team maintains checklists, or forms, to document each PYCE activity. The checklists include the Site Visit form and the PYCE Peer Network Program Demographic Data Form (PNPDDF). The Site Visit form is a checklist of facilities for all stakeholders visiting PYCE-supported centers. The PNPDDF assists the PYCE Team in describing all PYCE activities from meetings, renovations, site visits, Community Grants, renovations, team formation, and leadership and development programs (to include the aforementioned CE Workshop and SAC and PFPD Programs). A third checklist, or form, employed as an M&E instrument by the PYCE Project is the PYCE Media Coverage Form (PMCF). Like the PNPDDF, the PMCF is also completed and maintained by the PYCE Team to track communications for and about all aspects of the PYCE Project.

A PYCE monitoring site visit form has also been developed for use by the PYCE Team, and/or Steering Committee and/or Peer Network and/or other stakeholder, for all PYCE-supported youth centers.

*Project Spreadsheets*: As a tool for monitoring both project performance and impact, the PYCE Team maintains three types of spreadsheets that compile information: (1) the project indicator tracking spreadsheet, (2) the PYCE direct beneficiaries (Peer Network Members and Steering Committee Members) tracking sheets, and (3) the PYCE qualitative tracking sheet.

The project indicator tracking spreadsheet counts activity on each indicator by quarter and fiscal year; the spreadsheet also tabulates cumulative data and demonstrates progress towards each indicator. This information can be used to complement the quarterly narrative. The direct beneficiary spreadsheet tracks personal and contact data on each direct beneficiary. The third spreadsheet tracks selected qualitative highlights of project impact that are not otherwise directly counted by indicators. Data is compiled by the PYCE Team for all spreadsheets, and these spreadsheets are updated and reviewed by the PYCE Team on an ongoing basis.

## 4.3 Monitoring Plan at the Activity Level

The PYCE Team has established a monitoring plan for each PYCE Activity. The following section describes in brief the plan for each of the 12 PYCE Activities.

*Activity 1.1 Stakeholder Meetings (community actors engaged in governorate-level meetings):* The PYCE Team will collect attendance lists at each stakeholder meeting as well as photos or videos. The PYCE Team will also ensure that USAID branding is available for meetings. For qualitative information regarding participant satisfaction, either participant observation or informal interviews will be held with attendees.

*Activity 1.2 Steering Committee Meetings for the PYCE Project:* The PYCE Team will collect attendance lists at each Steering Committee Meeting as well as photos or videos. The PYCE Team will also ensure that USAID branding is available for Steering Committee Meetings. For qualitative information regarding participant satisfaction, either participant observation or informal interviews will be held with attendees.

*Activity 1.3 PYCE participant meetings:* The PYCE Team will collect attendance lists at each PYCE participant meeting as well as photos or videos. The PYCE Team will also ensure that USAID branding is available for participant meetings. For qualitative information regarding participant satisfaction, either participant observation or informal interviews will be held with attendees.

*Activity 1.4 Community Grants awarded to Peer Network Members:* Community Grants will be monitored regularly by the Steering Committee Members and the PYCE Team. Site visits will be conducted, and upon completion of the grant, the PYCE Team will collect grant documents, center letters, and attendance lists of grant participants, in addition to photos or videos. The PYCE Team will also ensure that USAID branding is available for Community Grant activities. For qualitative information regarding participant satisfaction, participant observation will be collected from Peer Network Members involved with the grant. Informal interviews will be held with Peer Network Members as well. Further, the PYCE Team will conduct focus group discussions as well as informal phone interviews to learn about the satisfaction of youth center administration, and then with youth on the center's services and accessibility.

*Activity 1.5 Partnerships developed by Peer Network Members (1.5.1 business partnerships, 1.5.2 community-based organizations' and local initiatives' partnerships, and 1.5.3 other youth-serving and government entities' partnerships):* Partnerships will be monitored by the Steering Committee and the PYCE Team. Site visits will be conducted, and upon completion of an activity in which a partnership was made, the PYCE Team will collect photos or videos. For qualitative information regarding participant satisfaction, participant observation will be collected from Peer Network Members involved with the activity. Informal interviews will be held with Peer Network Members as well.

*Activity 2.1 Youth Center Renovations:* Renovations will be monitored regularly by Steering Committee Members and the PYCE Team. During the renovation, site visits will be conducted regularly. Upon completion of the renovation, the PYCE Team will collect attendance lists at the maintenance workshop for the PYCE youth center renovation as well as photos or videos. The PYCE Team will also ensure that USAID branding is available for renovations, as applicable, and renovation workshops. For qualitative information regarding participant satisfaction, either participant observation or informal interviews will be held with the workshop attendees.

The PYCE Team will conduct site visits, focus group discussions as well as informal phone interviews to learn about the satisfaction of youth center administration, and then with youth on the center's services and accessibility. Follow-up site visit each quarter to ensure that the renovation is being used as planned and that USAID branding is present (if applicable).

*Activity 2.2 Participatory Action for Community Appraisal (PACA) Teamwork Activities:* PACA teamwork activities will be monitored by the PYCE Team through a site visit. Upon completion of each PACA teamwork activities, the PYCE Team will collect the micro-graduation project applications, center letters (if applicable), and lists of all micro-graduation projects' Peer Network applicants, in addition to photos or videos. The PYCE Team will also ensure that USAID branding is available. For qualitative information regarding participant satisfaction, participant observation will be collected from youth center management. The Steering Committee will conduct a Peer Network interviews for those who aspire to join the Peer Network after the completion of the PACA.

*Activity 2.3 Youth trained as coaches, referees and activity coordinators (Sport and Activity Coordinator Program):* The Sport and Activity Coordinator (SAC) Program will be monitored regularly by the SC Members and the PYCE Team. Site visits will be conducted regularly. The PYCE Team will distribute pre-then-post questionnaires for SAC Program participants on the first and last days of the SAC Program. Photos and videos will be taken. On the last day of the SAC Program, the PYCE Team will collect attendance lists well as for the clinic and completion ceremony, in addition to photos or videos. The PYCE Team will also ensure that USAID branding is available. For qualitative information regarding participant satisfaction, focus group discussions will be conducted with SAC Program participants.

*Activity 2.4 Teams implemented (2.4.1 Sport-for-development sport and service activities and 2.4.2 competitions):* Teams sport-for-development activities and competitions will be monitored regularly by the SC Members and the PYCE Team. Site visits will be conducted, and the PYCE Team will collect photos or videos. The PYCE Team will also ensure that USAID branding is available.

The PYCE Team will conduct site visits, focus group discussions as well as informal phone interviews to learn about the satisfaction of youth center administration, and then with youth on the center's services and accessibility.

*Activity 2.5 Peer Network Members trained on peer facilitation (Peer Facilitation and Project Development Program):* The Peer Facilitation and Project Development (PFPD) Program will be monitored regularly by the SC Members and the PYCE Team. Site visits will be conducted regularly. The PYCE Team will distribute pre-then-post questionnaires for PFPD Program participants on the first and last days of the PFPD Program. Photos and videos will be taken. On the last day of the PFPD Program, the PYCE Team will collect attendance lists for each day as well as for the clinic and completion ceremony, in addition to photos or videos. The PYCE Team will also ensure that USAID branding is

available. For qualitative information regarding participant satisfaction, focus group discussions will be conducted with PFPD Program participants.

*Activity 2.6 Peer Network Trainings:* Non-formal educational, training, or community service awareness activities conducted by Peer Network Members will be monitored regularly by the SC Members and the PYCE Team. Site visits will be conducted, and the PYCE Team will collect attendance lists as well as photos or videos. The PYCE Team will also ensure that USAID branding is available.

*Activity 2.7 Peer Network Communications (2.7.1 Peer Network promotion communications, 2.7.2 Peer Network feedback, and 2.7.3 Peer Network responses to feedback):* The PYCE Team will conduct a document review of all communication channels, as well as photos or videos.

It should be noted that a significant part of the PYCE Project focuses on relationship-building and enhancing skills through youth-led and youth-driven activities. While monitoring is a basic method of tracking individual beneficiaries' participation, a significant portion of qualitative monitoring is through self-reflection which will occur in beneficiary-led activities such as Community Grants and Peer Network-led trainings.

### 4.3 Indicator Reference Sheets (PIRS)

For each indicator in the PYCE Results Matrix, a Performance Indicator Reference Sheet (PIRS) has been developed. Each indicator sheet reflects the 12 activities and indicators of the PYCE Project. Each sheet includes: a description of the specific data to be collected by the PYCE Team, the data collection methodology utilized by the PYCE M&E Unit including instruments to be used, and instructions on how the PYCE Team seeks to address data limitations.

The PYCE M&E Unit keeps record of all data in both electronic and hard copies, and each PIRS table is supported from data from the project indicator tracking spreadsheet.

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 1.1 Number of community actors engaged in governorate-level meetings in selected governorates |
| **Result/Intermediate Result** | Interaction between youth and influential community actors, including moderate religious leaders, increased |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Indicator Definition** | This number includes all community actors (youth/non-youth), contacted through the Ministry of Youth and Sports (MoYS), Ministry of Endowments and Guidance (MoEG),  Ministry of Education (MoE), local councils, and other community officials, that participated in at least one governorate-level meeting to discuss the project objectives.<br><br>A community actor is defined as an individual who is engaged in the community and who people may listen to for advice to inform their decisions. A community actor is an individual who resonates within the social fabric of the community and may include sport, moderate religious, governmental, or civil society individuals.<br><br>A meeting is an opportunity to discuss the project, its objectives, challenges, achievements, activities, and plans with a greater governorate-wide stakeholder group of people in addition to Steering Committee and Peer Network Members. Trainings can be part of a meeting. Sport programs are not part of the meeting. |
| **Unit of Measure** | Number (of meetings) |
| **Disaggregation** | Geographical location, and<br>Peer Network or Steering Committee Membership. |
| **Justification & Management Utility** | Community actors such as sport, moderate religious actors, local officials, and other actors and local MoYS and MoEG and MoE employees are influential and trustworthy figures in Yemen. Engaging them in meetings and project activities will strengthen the message delivered, enhance their mentoring role, and give support to achieving the project objectives. |
| | |
| **Data Source** | PYCE Team |
| **Data Collection Methodology** | The PYCE Team will collect attendance lists at each governorate-level meeting as well as photos or videos. Informal interviews or group discussions will be held with attendees. |
| **Frequency/Schedule of Data Collection** | Per meeting |
| **Responsibility for Data Collection** | The PYCE Team |
| **Data Limitations and Significance (if any)** | Absent members, members who might leave early without signing the attendance sheet and proxies (individuals who attend the meeting on behalf of an official and sign for them). |
| **Actions Taken or Planned to Address Data Limitations** | PYCE will coordinate with stakeholders and arrange meetings at a time which can accommodate the maximum number of attendees and limit absences. The PYCE Team will be positioned at entrances and in meeting halls with constant communication amongst each other throughout the meeting, in order to reconcile any differences between the numbers of stakeholders on attendance sheets and the numbers of stakeholders present in meeting halls. Proxies will be encouraged to list their names and the name of their contact to avoid double counting and recognize the individual who is representing a ministry or other prominent individual. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 250 (established October 2012 as FY2013 indicator value);<br>An additional 100 (established October 2013 as FY2014 indicator value) ;<br>An additional 300 (established July 2014 as FY2015 indicator value). |
| **Baseline:** | n/a |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | 160 | 527 | 682 | 513 | |
| **Running Total** | 160 | 687 | 1,369 | 1,882 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | 160 | 200 | 399 | 223 | |
| Governorate Sanaa | N/A | 109 | 283 | 147 | |
| Governorate Lahej | N/A | N/A | N/A | 55 | |
| Governorate Marib | N/A | 218 | N/A | N/A | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 88 | |
| **Comments:** Each meeting may see repeat attendees from previous meetings. The attendees are counted by meeting. There should be at least 1 meeting per year with 50 individuals. Given the proximity of Abyan, Lahej and Aden and prior linkages, at times, joint meetings are held with Abyan, Lahej and Aden. Activities in Marib were closed out in FY 2014 but security considerations prevented implementation of close-out ceremonies. | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 1.2 Number of Governorate Steering Committees (G-SCs) Meetings for the PYCE Project held in selected governorates |
| **Result/Intermediate Result** | Interaction between youth and influential community actors, including moderate religious leaders, increased |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | A Steering Committee is a team of between 10 to 30 community actors, including but not limited to moderate religious actors, who meet regularly for the purpose of providing guidance and resources to the PYCE Project and its Peer Network. A steering committee will be considered established once it has a list of a minimum of 10 members and has held at least 2 meetings.<br><br>Subcommittees will be formed by the Steering Committees to address and review applications for specific activities (such as interviewing and selection of Peer Network Members), or to examine particular issues and project locales' needs.<br><br>A community actor is defined as an individual who is engaged in the community and who people may listen to for advice to inform their decisions. A community actor is an individual who resonates within the social fabric of the community and may include sport, moderate religious, governmental or civil society individuals.<br><br>A meeting is an opportunity to discuss the project, its objectives, challenges, achievements, activities and plans among Steering Committee |

| Performance Indicator Reference Sheet | |
|---|---|
| | Members within a governorate. Trainings can be part of a meeting. Sport programs are not part of the meeting. |
| **Unit of Measure** | Number (of meetings) |
| **Disaggregation** | Geographical location, and<br>Steering Committee Membership. |
| **Justification & Management Utility** | Participation of leading community, moderate religious, and sport actors in the committees and their activities will generate interest among area youth. Steering Committees will encourage youth to participate and join the different activities implemented by the PYCE Project. Steering Committee Members provide guidance to youth to implement their activities and thereby support youth in gaining confidence, building skills, and becoming leaders in their communities over time. |
| | |
| **Data Source** | Steering Committee (SC) Members and the PYCE Team |
| **Data Collection Methodology** | Steering Committee formation documents, duties and agendas for meetings will be collected and maintained in PYCE files. Member contact lists will be collected and entered into a spreadsheet. Attendance lists and photos will be collected and taken by the PYCE Team during meetings. |
| **Frequency/Schedule of Data Collection** | Per meeting |
| **Responsibility for Data Collection** | The PYCE Team |
| **Data Limitations and Significance (if any)** | Reaching a quorum, and in some instances, civil disobedience and/or political insecurity may lead to roadblocks and checkpoints which could deter travel to meetings. |
| **Actions Taken or Planned to Address Data Limitations** | If no quorum exists, the meeting will still be held but without voting. The PYCE Team will seek to ensure that the attendance sheet is circulated continuously through the meeting for late arrivals or early departures. Agenda items which are not addressed because of quorum can be placed on the agenda for the next scheduled meeting. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 25 (established October 2012 as FY2013 indicator value);<br>An additional 10 (established October 2013 as FY2014 indicator value) ;<br>An additional 24 (established July 2014 as FY2015 indicator value). |
| **Baseline:** | n/a |

| Fiscal Year | FY 2011 | FY 2012 | FY 2013 | FY 2014 | FY 2015 |
|---|---|---|---|---|---|
| **Actual** | 9 | 12 | 39 | 19 | |
| **Running Total** | 9 | 21 | 51 | 79 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | 5 | 4 | 12 | 10 | |
| Governorate Sanaa | 3 | 2 | 12 | 2 | |
| Governorate Lahej* | N/A | N/A | 3 | 4 | |
| Governorate Marib | 1 | 6 | 11 | | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 3 | |
| **Actual (by Membership)** | | | | | |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| Steering Committee Member | N/A | N/A | 98% | 98.% | |
| Peer Network Member | N/A | N/A | 1% | 1.699% | |
| Other Stakeholder | | | 1% | 0.301% | |
| **Comments:** Given the proximity of Abyan, Lahej and Aden and prior linkages, at times, joint meetings are held with Abyan, Lahej and Aden. | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 1.3 Number of meetings of PYCE participants held at youth centers |
| **Result/Intermediate Result** | Interaction between youth and influential community actors, including moderate religious leaders, increased |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | Aside from Steering Committee monthly meetings, all meetings including subcommittee meetings, Peer Network, center coaches/activity coordinators, Peer Network Activity Councils (PNACs) and youth beneficiaries held at youth centers as a part of PYCE activities will be counted, whether organized by the PYCE Team or program beneficiaries themselves.<br><br>A meeting is an opportunity to discuss project objectives, challenges, achievements, activities, and plans and to participate in brainstorming sessions on project objectives. Trainings can be part of a meeting. Sport programs are not part of the meeting. |
| **Unit of Measure** | Number (of meetings) |
| **Disaggregation** | Youth center (PYCE-led renovated site/other-led renovated site), Geographical location, and Type of meeting. |
| **Justification & Management Utility** | The regular meetings with the stakeholders (subcommittee members, Peer Network, coaches, and youth) at youth centers will assist to generate ideas and further discussions amongst the participants themselves. This also will help to integrate all actors in decision making about project activities enhancing a key outcome of greater interaction and teamwork. |
| | |
| **Data Source** | Peer Network (PN) Members, Steering Committee (SC) Members |
| **Data Collection Methodology** | Peer Network Member contact and attendance lists will be collected by the PYCE Team and entered into the project's spreadsheet to track participation and activities. Peer Network Members or Steering Committee Members will collect attendance for other participants as well as photographs or videos. |
| **Frequency/Schedule of Data Collection** | Per meeting |
| **Responsibility for Data Collection** | The PYCE Team and PYCE direct beneficiaries (Steering Committee and Peer Network Members) |
| **Data Limitations and Significance (if any)** | Documentation and photography represent new fields for both Peer Network and Steering Committee Members. As with any participant who launches a new endeavor, they may begin at a novice level. The quality of photos and documentation, however, is expected to progress over time, as they become more experienced. |
| **Actions Taken or Planned to Address Data** | The PYCE Team will support training sessions focused upon photography and the proper documentation of PYCE activities including meetings. |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| **Limitations** | These training sessions will provide opportunities for Peer Network and Steering Committee Members to increase their skills and produce high quality documentation over time. | | | | |
| **Indicator Values: Baseline & Targets** | | | | | |
| **Target:** | 27 (established October 2012 as FY2013 indicator value); An additional 10 (established October 2013 as FY2014 indicator value); An additional 24 (established July 2014 as FY2015 indicator value). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | 1 | 2 | 43 | 28 | |
| **Running Total** | 1 | 3 | 46 | 74 | |
| Club | 0 | 0 | 30 | 20 | |
| School | 0 | 0 | 10 | 4 | |
| University | 0 | 0 | 0 | 0 | |
| Park/Recreational area | 0 | 0 | 0 | 0 | |
| Other | 0 | 0 | 3 | 5 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | 0 | 0 | 16 | 17 | |
| Governorate Sanaa | 0 | 0 | 14 | 7 | |
| Governorate Lahej | 0 | 0 | 8 | 2 | |
| Governorate Marib | 0 | 0 | 5 | | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 2 | |
| **Actual (by Type)** | | | | | |
| Meeting | 0 | 0 | 34 | 23 | |
| Inauguration | 0 | 0 | 0 | 0 | |
| Press Event | 0 | 0 | 0 | 0 | |
| Other | 0 | 0 | 9 | 5 | |
| **Comments:** Other types of meetings may include elections for the Peer Network Activity Councils (PNACs) and maintenance and/or safety workshops. While data collection was done for Fiscal Years (FYs) 2011 and 2012, this is a new indicator from FY2013. | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 1.4 Number of community grants awarded to Peer Network Members in selected governorates |
| **Result/Intermediate Result** | Interaction between youth and influential community actors, including moderate religious leaders, increased |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Indicator Definition** | A Community Grant is financial support towards an idea submitted in an application form by a Peer Network Member and this idea engages youth in community-based service projects with a variety of community actors. The grant is approved by the Steering Committee.<br><br>Steering Committees will evaluate the submitted proposals and ensure that applicants are eligible and have the relevant experience and capabilities to manage the grant.<br><br>A Community Grant will be considered awarded once money has been disbursed. |
| **Unit of Measure** | Number (of grants awarded) |
| **Disaggregation** | Youth center (club, school, university, or park/recreational area), Geographical location, and<br>Type of grant (sport, community service, training, or other). |
| **Justification & Management Utility** | Collecting the number of Community Grants awarded and the impact on those awarded will reflect the impact of PYCE leadership and development training and the impact of the mentoring by and meetings of Steering Committee and Peer Network Members. Information about Community Grants provides evidence of effectiveness of ongoing guidance of the Steering Committee and facilitates analysis of impact of youth activities on the larger community, and with youth peers in particular. |
| | |
| **Data Source** | Peer Network (PN) Members, Steering Committee (SC) Members |
| **Data Collection Methodology** | The PYCE Team will distribute and collect applications for Community Grants. The PYCE Team will maintain the original copy of the Steering Committees' approved application. Each approved application will be entered in a tracking sheet.<br><br>A PYCE Team member and/or Steering Committee Member will visit the site and complete an observation report.  A Peer Network Member will complete a final report which will include either photos or videos of the Community Grant. |
| **Frequency/Schedule of Data Collection** | Per Community Grant approved. |
| **Responsibility for Data Collection** | The PYCE Team, and PYCE direct beneficiaries (Steering Committee and Peer Network Members) |
| **Data Limitations and Significance (if any)** | Community Grants are a new concept for the youth targeted under the PYCE Project and the quality of reporting both photographic and narrative may be limited. |
| **Actions Taken or Planned to Address Data Limitations** | The PYCE Team will meet with Peer Network Members to guide them in the reporting process and expects reporting to improve as Peer Network Member become more experienced. Moreover, the PYCE Team's data collection is multifaceted; thus information is gathered and data verified through direct observations of Community Grants and documentation by Steering Committee Members and the PYCE Team. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 18 (established October 2012 as FY2013 indicator value);<br>An additional 10 (established October 2013 as FY2013 indicator value);<br>An additional 15 (established July 2014 as FY2015 indicator value). |
| **Baseline:** | n/a |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| Fiscal Year | FY 2011 | FY 2012 | FY 2013 | FY 2014 | FY 2015 |
| Actual | 1 | 2 | 34 | 63 | |
| Running Total | 1 | 3 | 37 | 100 | |
| Club | 1 | 0 | 17 | 22 | |
| School | 0 | 1 | 13 | 35 | |
| University | 0 | 0 | 0 | 2 | |
| Park/Recreational area | 0 | 1 | 4 | 1 | |
| Other | | | | 3 | |
| Actual (by Governorate) | | | | | |
| Governorate Aden | 1 | 2 | 14 | 34 | |
| Governorate Sanaa | 0 | 0 | 13 | 4 | |
| Governorate Lahej | N/A | 0 | 6 | 12 | |
| Governorate Marib | N/A | 0 | 1 | N/A | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 13 | |
| Actual (by Type) | | | | | |
| Sport | N/A | N/A | 9 | 1 | |
| Community Service | N/A | N/A | 20 | 11 | |
| Education and Training | N/A | N/A | 0 | 11 | |
| Other* | N/A | N/A | 4 | 40 | |

**Comments:** "Other" types of Community Grants may include a combination of all types of community grants (sport, community service, and education and training activities). Effective from FY2014, Community Grants strive for the combination of all 3 components (sport, community service and education and training) into the Grant. Education and training, as well as awareness, refers to non-formal activities.

| Performance Indicator Reference Sheet | |
|---|---|
| Name of Indicator | 1.5 Number of Partnerships developed by Peer Network Members with businesses (1.5.1), community-based organizations and local initiatives (1.5.2), and other youth serving and government entities (1.5.3) |
| Result/Intermediate Result | Interaction between youth and influential community actors, including moderate religious leaders, increased |
| Program Component | N/A – one program |
| Short or Long-Term | Short-Term |
| USAID/Yemen Common Indicator? | No |
| Custom or Standard Indicator (if Standard, list Program Element) | Custom – stability outcome |
| Description | |
| Indicator Definition | A partnership is a relationship constructed through support of Peer Network Member activities. The partnership may occur with a business, community-based organization, or other youth-serving and government entities that has or have provided Peer Network Members with support for their activities.

Support can include: services (such as photography or transportation); labor (volunteer workers); facilities (in the form of space that may |

| Performance Indicator Reference Sheet | |
|---|---|
| | otherwise be rented); gifts and prizes; training or motivational support (through guest appearances as presenters, facilitators, or expert resources); and supplies and materials (which may include sport equipment, refreshments, learning materials, as well as the tools, supplies and materials indicated to conduct workshops and keep clean and maintain youth centers).<br><br>Support can be provided once or regularly and can be provided as in-kind donations or cost-sharing.<br><br>A partnership is considered once the support is provided. |
| **Unit of Measure** | Number (of partnerships) |
| **Disaggregation** | Source of partnership (business, community-based organizations and local initiatives, or other youth-serving and government entities), Geographical location, and<br>Types of partnership (services, labor, facilities, gifts and prizes, training/motivational support, or supplies and materials). |
| **Justification & Management Utility** | Collecting the number of partnerships and the impact on those awarded will reflect the impact of PYCE leadership and development training and impact of the meetings of Steering Committee and Peer Network Members. Partnerships are formed to encourage the sustainability of Peer Network Members' youth activities and promote youth centers as public spaces where youth and other community members can gather based upon common interests. |
| | |
| **Data Source** | Peer Network (PN) Members, Steering Committee (SC) Members |
| **Data Collection Methodology** | Peer Network Members will be particularly focused on acquiring support for Community Grants and team-based activities and developing these activities into long-term, competitive service activities and sport competitions. The PYCE Team will collect partnership data, including the name, location and type of contribution made in support of Peer Network activities.<br><br>The PYCE Team will distribute and collect applications for Community Grants. The PYCE Team will maintain the original copy of the Steering Committees' approved application. Each approved application will be entered in a tracking sheet.<br><br>A PYCE Team member and/or Steering Committee Members will visit the site and complete an observation report.  A Peer Network Member will complete a final report which will include either photos or videos on the Community Grant, noting the partnership on a tracking sheet. All support will be tracked but each partner will only be counted one time. |
| **Frequency/Schedule of Data Collection** | Per community grant approved. |
| **Responsibility for Data Collection** | The PYCE Team, and PYCE direct beneficiaries (Steering Committee and Peer Network Members) |
| **Data Limitations and Significance (if any)** | Partnerships are a new concept for the youth targeted under the PYCE Project and the quality of reporting both photographic and narrative may be limited. |
| **Actions Taken or** | PYCE Team will meet with Peer Network Members to guide them in the |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| **Planned to Address Data Limitations** | reporting process and expects reporting to improve as Peer Network become more experienced and expand their networks and interactions within their communities. Moreover, the PYCE Team's data collection is multifaceted; thus information is gathered and data verified through direct observations of Community Grants and documentation by Steering Committee Members and the PYCE Team. | | | | |
| **Indicator Values: Baseline & Targets** | | | | | |
| **Target:** | 5 (established July 2014 as a FY2015 indicator value for 1.5.1), 4 (established July 2014 as a FY2015 indicator value for 1.5.2), and 5 (established July 2014 as a FY2015 indicator value for 1.5.3). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | 6 | 4 | 28 | 26 | |
|     Business (1.5.1) | 0 | 1 | 3 | 4 | |
|     Associations (1.5.2) | 4 | 1 | 15 | 7 | |
|     Other Entity (1.5.3) | 2 | 2 | 10 | 15 | |
|     **Running Total** | 6 | 10 | 38 | 64 | |
| **Actual (by Governorate)** | | | | | |
|     Governorate Aden | 2 | 1 | 12 | 16 | |
|     Governorate Sanaa | 2 | 2 | 7 | 1 | |
|     Governorate Lahej | 0 | 1 | 8 | 1 | |
|     Governorate Marib | 2 | 0 | 1 | 0 | |
|     Governorate Abyan *(from FY2014)* | N/A | N/A | N/A | 8 | |
| **Actual (by Types)** | | | | | |
|     Services | 0 | 0 | 2 | 2 | |
|     Labor | 1 | 1 | 1 | 3 | |
|     Facilities | 4 | 2 | 15 | 12 | |
|     Gifts/Prizes | 0 | 0 | 0 | 3 | |
|     Supplies/Materials | 0 | 1 | 1 | 0 | |
|     Motivational/Training | 1 | 0 | 9 | 6 | |
|     Other | 0 | 0 | 0 | 0 | |
| **Comments:** This is a new indicator for FY2015 and reporting requirements do not begin until October 2014. However, data collection includes previous periods to show progress ahead of schedule and to demonstrate the impact of PYCE Project activities with youth. | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.1 Number of youth centers renovated in selected governorates |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |

| Performance Indicator Reference Sheet | |
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| | |
| **Indicator Definition** | All sites that received any funding for facilities upgrades will be counted once they have conducted a maintenance workshop for youth using the center.<br><br>A youth center is a public facility with its affiliated spaces that is utilized by youth to meet, organize or take part in sport, recreational, cultural, or community service activities. Youth centers may include public clubs, schools, universities, other educational institutions, and parks.<br><br>Renovations are comprised of financial and technical support to increase the capacity of youth centers through structural enhancements, supplies and equipment, repairs and/or solar system installations. PYCE renovations are implemented incrementally as community buy-in is secured.<br><br>Renovation types include:  infrastructure (such as solar power, or solar lighting, or water storage, or security and protective), sport and recreation (sport furniture and equipment and facilities), leisure (furniture and equipment for visitors), and general administrative (basic furniture and equipment for administrators of the centers). |
| **Unit of Measure** | Number (of centers renovated) |
| **Disaggregation** | Youth center type,<br>Geographical location,<br>Type of renovation (infrastructure, sports/recreation, leisure, and administrative), and<br>Gender of population served. |
| **Justification & Management Utility** | Youth centers are critical for youth, who lack access to free and inclusive public spaces. Renovating and building the capacities of these centers will encourage the engagement of more youth in group activities. Renovations of a significant number of sites in strategic locations will allow an increase in participation in youth-centered activities such as education, sport and recreation. |
| | |
| **Data Source** | Site administration, contracted renovators, the PYCE Team and Steering Committee Members |
| **Data Collection Methodology** | The PYCE Team will maintain the original copy of the Environment Documentation Form (EDF) if applicable, site administration letters of receipt, contracted renovators' invoices, and Steering Committee and PYCE Team observation reports.<br><br>Each renovation type will be tracked but centers that have received more than one renovation type will be counted as 1 beneficiary throughout the program duration. All sites that received any funding for facilities' upgrades will be counted once they have conducted a maintenance workshop for youth using the center. |
| **Frequency/Schedule of Data Collection** | Per renovation |
| **Responsibility for Data Collection** | The PYCE Team, and PYCE youth center |
| **Data Limitations and** | Severe weather may result in damage to solar panels and/or other |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| **Significance (if any)** | damage to youth centers. | | | | |
| **Actions Taken or Planned to Address Data Limitations** | PYCE has supported the construction of a fence to limit the vulnerability of solar panels at one youth center and the PYCE Team is currently reviewing plans to safeguard solar panels at additional youth centers where renovations were accomplished. PYCE has also supported training for youth center staff and Peer Network Members, in the cleaning and maintenance of the solar systems. Moreover, Peer Network Members, Steering Committee Members and PYCE Team conduct regular site visits to assess the condition of renovations including solar system installations, which promotes the early detection and containment of potential damage. | | | | |
| **Indicator Values: Baseline & Targets** | | | | | |
| **Target:** | 11 (established October 2012 as FY2013 indicator value); An additional 2 (established October 2013 as FY2014 indicator value); An additional 2 (established July 2014 as FY2015 indicator value). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | N/A | N/A | 11 | 4 | |
| **Running Total** | N/A | N/A | 11 | 15 | |
| **Actual (by Youth Center Type)** | | | | | |
| Club | 0 | 0 | 9 | 4 | |
| School | 0 | 0 | 1 | 0 | |
| University | 0 | 0 | 1 | 0 | |
| Park/Recreational area | 0 | 0 | 0 | 0 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | 0 | 5 | 6 | 1 | |
| Governorate Sanaa | 0 | 1 | 3 | 1 | |
| Governorate Lahej | N/A | N/A | 1 | 0 | |
| Governorate Marib | 0 | 1 | 1 | 0 | |
| Governorate Abyan *(new FY2014)* | N/A | N/A | N/A | 2 | |
| **Actual (by Type)*** | | | | | |
| Infrastructure | 0 | 6 | 15 | 10 | |
| Sports | 0 | 4 | 2 | 0 | |
| Leisure | 0 | 8 | 3 | 0 | |
| General Administrative | 0 | 0 | 5 | 7 | |
| **Actual (by Gender Served through Type)** | | | | | |
| Female Serving Only | 0 | 0 | 6 | 1 | |
| Male Serving Only | 0 | 12 | 15 | 13 | |
| Gender Separated | 0 | 7 | 5 | 3 | |
| **Comments: *** Renovations are implemented incrementally. Each center may receive one or more of the four types of renovations. While each renovation type will be tracked, centers that have received more than 1 renovation type will only be counted as 1 completed renovation throughout the PYCE Project duration. All sites that received any funding for facilities' upgrades will be counted once they have conducted a maintenance workshop for youth using the center, and further renovations can be conducted after the workshop. In terms of service, some youth centers have designated spaces and days for specific gender such that there are female-only and male-only activities. This is in respect for cultural norms. | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.2 Number of Participatory Analysis for Community Action (PACA)-informed teamwork activities completed by PYCE Peer Network applicants |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | A Participatory Analysis for Community Action (PACA)-informed activity is a small community-service project, which serves as the final phase of the PYCE Project Workshop. The small project can include activities that are gender separated (activities that involve both genders but at separate times), or that are gender-specific (for only one gender). The type of activities may include community service-only activities, or sport and recreation-focused activities, or educational awareness-focused activities, or a combination of community service, sport and recreation and awareness activities.

The PYCE Project Workshop, also known as the Community Engagement Workshop, is a 20-hour youth-centric workshop to introduce PYCE to aspiring Peer Network Members as well as other community actors, and provide instruction and hands-on activities that will foster the development of skills in program planning and implementation, presentation, community research, civic engagement and photography as a tool to re-imagine their neighborhoods. The Community Engagement (CE) Workshop is a requirement for Peer Network Membership. Also, a requirement of PYCE Peer Network applicants is to perform Participatory Analysis for Community Action (PACA) in their communities to assess youth needs and interests. This needs assessment serves as the basis of project concepts that Peer Network applicants submit to PYCE.

A Participatory Analysis for Community Action (PACA)-informed activity will be considered completed once the project has been accomplished and upon submission of an activity report by the Peer Network applicants and PACA team participants.

A youth will be considered a Peer Network Member if s/he completes a PACA-informed teamwork activity, Community Awareness through Photography exercise, and is accepted by the Steering Committee after an interview with Steering Committee representatives. |
| **Unit of Measure** | Number (of teamwork activities completed) |
| **Disaggregation** | Type of activity, Geographical location, and |

| Performance Indicator Reference Sheet | |
|---|---|
| | Gender served by activity. |
| **Justification & Management Utility** | The Peer Network applicants will include a wide variety of young Yemenis, from young educators, sport enthusiasts, and community activists as well as students. These youth will conduct PACA research during the PYCE Project Community Engagement Workshop, and then use their research to plan and implement a community-based activity (i.e., PACA-informed teamwork activity) to engage local youth as part of the Peer Network application process. Building capacities and using ways to encourage and guarantee teamwork, community outreach, leadership, and responsibility are an important endeavor to orient aspiring Peer Network Members to the roles and responsibilities of Peer Network Membership and link their aspirations to the larger overarching goal of youth civic engagement. |
| | |
| **Data Source** | Peer Network applicants, PYCE Team, Steering Committee Members |
| **Data Collection Methodology** | Registration and attendance forms for the activity of the Peer Network applicants will be collected by the PYCE Team. The PYCE Team or Steering Committee Member observes the activity and submits an observation report which may include photos. Peer Network applicants complete a report and provide photographic documentation of the activity. The PYCE Team enters the data into the spreadsheet developed in-house to track the completion of the Peer Network application process and the participant details. |
| **Frequency/Schedule of Data Collection** | Upon receipt of the completed PACA Teamwork Activity planning form |
| **Responsibility for Data Collection** | The PYCE Team, Steering Committee Member, and PYCE Peer Network applicant |
| **Data Limitations and Significance (if any)** | PACA activities may be conducted by team members whose participation may be accomplished at different times in the same day or on more than one day. This variance in the time of participation may occur to accommodate participants who encounter roadblocks/checkpoints, attend school, or require child care or escorts to comply with cultural norms for women. Daily attendance sheets may not reflect the contributions of all team members in a given PACA activity. |
| **Actions Taken or Planned to Address Data Limitations** | The PYCE Team will verify the participation of all team members via photos and the PYCE Team and Steering Committee observation reports, and, if applicable, will conduct comparative analysis with attendance sheets and Peer Network applicant reports. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 50 (established October 2012 as FY2013 indicator value); An additional 16 (established October 2013 as FY2014 indicator value); An additional 8 (established July 2014 as FY2015 indicator value). |
| **Baseline:** | n/a |

| Fiscal Year | FY 2011 | FY 2012 | FY 2013 | FY 2014 | FY 2015 |
|---|---|---|---|---|---|
| **Actual** | N/A | 29 | 70 | 28 | |
| **Running Total** | | 29 | 99 | 127 | |
| **Actual (by Type)** | | | | | |
| Community Service | 0 | 19 | 52 | 22 | |
| Sports and Recreation | 0 | 10 | 18 | 6 | |
| Combination | 0 | 0 | 0 | 0 | |
| **Actual (by Governorate)** | | | | | |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| Governorate Aden | 0 | 26 | 12 | 12 | |
| Governorate Sanaa | 0 | 3 | 27 | 0 | |
| Governorate Lahej | 0 | 0 | 11 | 0 | |
| Governorate Marib | 0 | 0 | 20 | 0 | |
| Governorate Abyan *(new FY2014)* | 0 | N/A | N/A | 16 | |
| **Actual (by Gender Served)** | | | | | |
| Female | 0 | 0 | 13 | 13 | |
| Male | 0 | 0 | 40 | 15 | |
| Both | 0 | 0 | 17 | 0 | |
| **Comments:** | | | | | |


| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.3 Number of youth trained as coaches, referees and activity coordinators in selected governorates |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | A coach, referee or activity coordinator will be considered "trained" once s/he completes 75% to 80% of training hours and practicum, which encompasses a small sport activity for nearby local youth that participants plan and implement in teams. After successful completion of the class room instruction and practicum the participants can receive a recommendation for graduation by the trainer.<br><br>An activity coordinator is an individual who organizes, conducts or monitors activities in a school, club, university, other educational institution, park, local association, or local initiative, and affiliated spaces. |
| **Unit of Measure** | Number (of youth trained) |
| **Disaggregation** | Gender,<br>Geographical location, and<br>Role/position (self-reported). |
| **Justification & Management Utility** | Organizing training for coaches/referees/activity coordinators from strategic locations increases youth focus on teamwork, civic responsibility, and community service. The training introduces the sport-for-development model which utilizes sport, recreation and play to achieve development goals in other fields such as health and education as well as to foster the acquisition of life skills. Based on this model, the training prepares coaches/referees/activity coordinators to plan and implement their own sport and recreational programs for peers. |

| Performance Indicator Reference Sheet | |
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| | |
| **Data Source** | PYCE Team, Peace Players International (PPI) sub-contractor/prepared trainer, Peer Network Members, and Steering Committee Members |
| **Data Collection Methodology** | Attendance sheets for the participants will be collected by the PYCE Team. The PYCE Team will also take and maintain photos from the SAC Program. The PYCE Team enters the data into the project spreadsheet. SC Members and the PYCE Team will submit observation reports and photos or videos. Peace Players International (PPI) sub-contractor/prepared trainer will submit assessments of trainee skills and recommend certificates of completion for trainees whose skills satisfy the benchmark on a standard rubric. The PYCE Team will issue certificates of completion and maintain lists of trainees who successfully completed the SAC Program. Peer Network Members will participate in interviews and surveys conducted by the PYCE Team. |
| **Frequency/Schedule of Data Collection** | Per Sport and Activity Coordinator program |
| **Responsibility for Data Collection** | The PYCE Team. |
| **Data Limitations and Significance (if any)** | Interviews and surveys are dependent upon self-reflections which are subjective in nature and may differ from the reflections of trainers, particularly on matters related to their skills and competency before and after the training. |
| **Actions Taken or Planned to Address Data Limitations** | Peer Network Members will plan and conduct activities with other youth, after successful completion of the Sport and Activity Coordinator program. As Peer Network Members become more adept at leading peer activities, they will also be better able to assess their own skills and competencies. The PYCE Team has developed reflection forms which Peer Network Members complete at the conclusion of each activity. Steering Committee Members, trainers and the PYCE Team observe Peer Network activities and also complete observation forms which include their assessment of trained Peer Network Members' skills, which can be utilized to track progress over time and help determine the effectiveness of the program. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 48 (established October 2012 as FY2013 indicator value); An additional 30 (established October 2013 as FY2014 indicator value); An additional 30 (established July 2014 as FY2015 indicator value). |
| **Baseline:** | n/a |

| Fiscal Year | FY 2011 | FY 2012 | FY 2013 | FY 2014 | FY 2015 |
|---|---|---|---|---|---|
| **Actual** | N/A | 29 | 78 | 52 | |
| **Running Total** | N/A | 29 | 107 | 159 | |
| Females | N/A | 0 | 35 | 11 | |
| Males | N/A | 0 | 43 | 41 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | N/A | 12 | 24 | 29 | |
| Governorate Sanaa | N/A | 12 | 31 | 0 | |
| Governorate Lahej | N/A | 0 | 15 | 0 | |
| Governorate Marib | N/A | 5 | 8 | 0 | |
| Governorate Abyan *(new FY2014)* | N/A | N/A | N/A | 23 | |
| **Actual (by Role/Position)** | | | | | |
| Coach/Activity | N/A | 9 | 7 | 0 | |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| Coordinator | | | | | |
| Teacher | N/A | 1 | 5 | 1 | |
| Student | N/A | 6 | 2 | 0 | |
| University Student | N/A | 9 | 37 | 23 | |
| Unemployed | N/A | 4 | 18 | 20 | |
| Moderate Religious Actor/Student | N/A | 0 | 3 | 0 | |
| Private Sector | N/A | 0 | 5 | 7 | |
| Association Member | N/A | 0 | 1 | 1 | |
| **Comments:** None | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.4 Number of sport-for-development team-based sport and service activities implemented (2.4.1) and sport-for development team-based competitive activities (2.4.2) implemented |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | A team or youth group is comprised of youth who are either youth center staff, volunteers, members, PYCE beneficiaries, or recruited by any of these groups.

The team is considered formed when a form is submitted with names and contact information as well as proposed activities for three or more people. The form is endorsed and approved by the Steering Committee.

The teams will receive support for equipment, supplies and jerseys/outfits. The support will be considered received once funding is dispersed.

A youth center is a public facility with its affiliated spaces that is utilized by youth to meet, organize or take part in sport, recreational, cultural, or community service activities. Youth centers may include public clubs, schools, universities, other educational institutions, and parks.

Sport-for-development team-based service activities are focused on volunteerism, repairs and other acts of service to rehabilitate centers with the goal of rebuilding community. Participants in service activities include youth recruited by Peer Network Member Teams.

Sport-for-development competitions are games and events that bring |

| Performance Indicator Reference Sheet | |
|---|---|
| | youth together for the purposes of a sport or recreational tournament. Competitive teams include youth recruited by Peer Network Member Teams.

Both sport-for-development service activities and competitions utilize the sport-for-development model which utilizes sport, recreation and play to achieve development goals in other fields such as health and education as well as to foster the acquisition of life skills.

Team-based initiatives that are either service activities or sport and recreation competitions are organized at or through the targeted youth centers will be counted, whether they are organized by the PYCE Team and/or beneficiaries or by the youth center staff or its volunteers or members, or recruited by any of these groups. |
| **Unit of Measure** | Number (of team sport-for-development service activities or competitions implemented) |
| **Disaggregation** | Gender of population served, Geographical location, and Youth center type. |
| **Justification & Management Utility** | The number of activities reflects the impact of the training provided to coaches/referees/activity coordinators. |
| | |
| **Data Source** | The PYCE Team and/or Steering Committee Member, and PYCE direct beneficiaries |
| **Data Collection Methodology** | Steering Committee Members and PYCE Team submit observation reports from field visits to document teams in action. The PYCE Team will collect documentation of team activities as applicable, which can include but are not limited to: formation documents; requests/receipts for supplies; photos; Peer Network Reflection Forms; and communication materials (i.e. posters, social media postings and mobile data) utilized to promote team activities. |
| **Frequency/Schedule of Data Collection** | Per activated/involved team |
| **Responsibility for Data Collection** | The PYCE Team and/or Steering Committee Members |
| **Data Limitations and Significance (if any)** | Certain PYCE activities require more than 1 day of planning and performing of duties to prepare. Because team members may contribute in various ways for each activity, PYCE Team reports from field visits may not encompass all of the efforts of every individual team member. |
| **Actions Taken or Planned to Address Data Limitations** | PYCE encourages Peer Network Members to document their experiences and achievements and PYCE collects this information regularly via Peer Network Reflection Forms and presentations at stakeholder meetings. |
| **Indicator Values: Baseline & Targets** | |
| **Target:** | 16 (established October 2012 as FY2013 indicator value for 2.4); and An additional 3 (established October 2013 as FY2014 indicator value for 2.4).

80 (established July 2014 as FY2015 indicator value for 2.4.1).

10 (established July 2014 as FY2015 indicator value for 2.4.2). |
| **Baseline:** | n/a |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual Teams (2.4)** | N/A | 50 | 15 | 4 | |
| **Running Total** | N/A | 50 | 66 | 69 | |
| **Actual (by Type)*** | | | | | |
| Sports and recreation | N/A | 50 | N/A | 0 | N/A |
| Education and culture | N/A | 0 | N/A | 0 | N/A |
| Community service | N/A | 0 | 1 | 0 | N/A |
| Combination | N/A | 0 | 14 | 4 | N/A |
| **Actual (by Governorate) 2.4** | | | | | |
| Governorate Aden | N/A | 41 | 3 | 1 | |
| Governorate Sanaa | N/A | 0 | 4 | 1 | |
| Governorate Lahej | N/A | 0 | 1 | 0 | |
| Governorate Marib | N/A | 9 | 7 | N/A | |
| Governorate Abyan *(new FY2014)* | N/A | 0 | 0 | 2 | |
| **Actual (by Youth Center) 2.4** | | | | | |
| School | N/A | 0 | 6 | 1 | |
| Club | N/A | 9 | 8 | 3 | |
| School and Club | N/A | 0 | 0 | 0 | |
| University | N/A | 0 | 0 | 0 | |
| Park/rec area | N/A | 41 | 0 | 0 | |
| Other | N/A | 0 | 1 | 0 | |
| **Actual (by Gender of Population Served) 2.4** | | | | | |
| Female | N/A | 0 | 0 | 0 | |
| Male | N/A | 50 | 0 | 1 | |
| Gender Separated | N/A | 0 | 15 | 3 | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual Activities (2.4.1) (new to FY2015)** | | | | | |
| **Running Total** | N/A | N/A | N/A | N/A | |
| **Actual Activities (by Governorate) 2.4.1** | | | | | |
| Governorate Aden | N/A | N/A | N/A | N/A | |
| Governorate Sanaa | N/A | N/A | N/A | N/A | |
| Governorate Lahej | N/A | N/A | N/A | N/A | |
| Governorate Abyan | N/A | N/A | N/A | N/A | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual Competitions (2.4.2) (new to FY2015)** | | | | | |
| **Running Total** | N/A | N/A | N/A | N/A | |
| **Actual Competitions (by Governorate) (2.4.2)** | | | | | |
| Governorate Aden | N/A | N/A | N/A | N/A | |
| Governorate Sanaa | N/A | N/A | N/A | N/A | |
| Governorate Lahej | N/A | N/A | N/A | N/A | |
| Governorate Abyan | | | | | |
| **Comments:** A team may have members from both genders but will separate activities according to gender served. This is in respect for cultural norms. Effective from FY2015 indicator 2.4 will be defined further as 2.4.1 (sport-for-development team based sport and service activities) and 2.4.2 (sport-for-development competitions). | | | | | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.5 Number of Peer Network Members trained on peer facilitation and |

| Performance Indicator Reference Sheet | |
|---|---|
| | project development |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | The Peer Facilitation and Project Development Program (PFPD) serves to prepare PYCE Peer Network Members as local facilitators to plan and implement awareness, cultural and community-service activities for at-risk peers in their neighborhoods. The PFPD Program serves to increase skills in facilitation, in participatory and reflective training, in the evaluation of participant learning, and in gathering long-term support for youth-centered programs.<br><br>A facilitator draws on the experiences and feelings of others and guides a conversation or activity towards a desired goal. First the facilitator identifies relevant topics for activities based upon community appraisal. Then the facilitator prepares materials related to this topic and conducts the activity by utilizing both the materials and the experiences of participants in order to ensure inclusion and participation. The participants can share their knowledge and gain from one another.<br><br>A Peer Network Member will be considered "trained" once s/he completes the required number of training hours successfully. Successful completion is defined as attendance of 75% of training hours, and 2 hours of practice training. |
| **Unit of Measure** | Number (of Peer Network Members trained) |
| **Disaggregation** | Gender,<br>Geographical location, and<br>Role/position (self-reported). |
| **Justification & Management Utility** | The PFPD Program will include readily available and capable members of the PYCE Peer Network. These trainees will eventually train other youth to promote the sustainability of educational, service-oriented and recreational programs in conjunction with youth centers. |
| | |
| **Data Source** | PYCE Team, NODS sub-contractor/prepared trainer, Peer Network Members, and Steering Committee Members |
| **Data Collection Methodology** | Attendance sheets for the participants will be collected by the PYCE Team. The PYCE Team will also take and maintain photos from the PFPD. The PYCE Team enters the data into the project spreadsheet. SC Members and the PYCE Team will submit observation reports and photos or videos. The trainers (recommended by NODS) will submit assessments of trainee skills and recommend certificates of completion for trainees whose skills satisfy the benchmark on a standard rubric. The PYCE Team will issue |

| Performance Indicator Reference Sheet | | | | | |
|---|---|---|---|---|---|
| | certificates of completion and maintain lists of trainees who successfully completed the PFPD. Peer Network Members will participate in interviews and surveys conducted by the PYCE Team. | | | | |
| **Frequency/Schedule of Data Collection** | At each PFPD Program | | | | |
| **Responsibility for Data Collection** | The PYCE Team | | | | |
| **Data Limitations and Significance (if any)** | Interviews and surveys are dependent upon self-reflections which are subjective in nature and may differ from the reflections of trainers, particularly on matters related to their skills and competency before and after the training. | | | | |
| **Actions Taken or Planned to Address Data Limitations** | Peer Network Members will plan and conduct activities with other youth, after successful completion of the PFPD Program. As Peer Network Members become more adept at peer-facilitation, they will also be better able to assess their own skills and competencies. The PYCE Team has developed reflection forms which Peer Network Members complete at the conclusion of each activity. Steering Committee Members, trainers and PYCE Team members observe Peer Network activities and also complete observation forms which include their assessment of trained Peer Network Members' skills, which can be utilized to track progress over time and help determine the effectiveness of the PFPD Program. | | | | |
| **Indicator Values: Baseline & Targets** | | | | | |
| **Target:** | 48 (established October 2012 as FY2013 indicator value); An additional 28 (established in October 2013 as FY2014 indicator value); An additional 28 (established July 2014 as FY2015 indicator value). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | N/A | 27 | 65 | 20 | |
| **Running Total** | N/A | 27 | 92 | 112 | |
| Females | N/A | 13 | 32 | 9 | |
| Males | N/A | 14 | 33 | 11 | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | N/A | 27 | 16 | 8 | |
| Governorate Sanaa | N/A | 0 | 13 | 0 | |
| Governorate Lahej | N/A | 0 | 20 | 0 | |
| Governorate Marib | N/A | 0 | 16 | 0 | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 12 | |
| **Actual (by Role/Position)** | | | | | |
| Coach/Activity Coordinator | 0 | 0 | 7 | 0 | |
| Teacher | 0 | 0 | 2 | 0 | |
| Student | 0 | 0 | 1 | 0 | |
| University Student | 0 | 0 | 16 | 6 | |
| Unemployed | 0 | 0 | 29 | 14 | |
| Moderate Religious Actor/Student | 0 | 0 | 3 | 0 | |
| Private Sector | 0 | 0 | 5 | 0 | |
| Association Member | 0 | 0 | 2 | 0 | |

| Performance Indicator Reference Sheet |
|---|
| **Comments:** Data collection for this indicator includes youth leadership and development training specifically focused on peer facilitation. From Fiscal Years 2011 to 2013, the activity's training was labeled the Training of Trainers (TOT) Program for peer facilitation. <br> In FY2014 the TOT Program was enhanced into the Peer Facilitation and Project Development (PFPD) Program for full implementation in FY2015. |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.6 Number of participants trained by the PYCE Peer Network Members in selected governorates |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | A participant is defined as a PYCE indirect beneficiary who participates in the activities conducted by Peer Network Members. A participant is between the ages of 10 and 32 years of age. <br><br> A Peer Network Member can conduct a training upon completing the Peer Facilitation and Project Development (PFPD) Program (formerly known as the Training of Trainers, or TOT, Program) or the Sport and Activity Coordinator (SAC) Program, or by implementing a PYCE Community Grant. <br><br> The Peer Network Member must submit a training topic, location, date and time for approval. A Peer Network Member will be considered "trained" to conduct a training once s/he completes 80% of training hours and is determined proficient in training methods offered by PYCE, or by the National Organization for Development of Society (NODS)/trainer for the Peer Facilitation and Project Development (PFPD) Program (formerly known as the Training of Trainers, or TOT, Program), or Peace Players International (PPI)/prepared trainer for the SAC Program. |
| **Unit of Measure** | Number (of participants trained by a Peer Network Member) |
| **Disaggregation** | Gender, <br> Youth center, and <br> Geographical location. |
| **Justification & Management Utility** | Conducting the training by the PYCE Peer Network Members will be effective in reaching out to peers. The training may address critical topics such as chewing *qat*, and many other topics that cannot be effectively addressed except through peers. |
| | |
| **Data Source** | Peer Network Members, Steering Committee Member, the PYCE Team, and participants |

| Performance Indicator Reference Sheet | |
|---|---|
| **Data Collection Methodology** | Attendance forms for the participants will be collected by Peer Network Members. Peer Network Members will take photos or videos and will complete a final report. Data will be collected and taken by the PYCE Team and entered into the project spreadsheet. Informal interviews will be conducted to obtain feedback from youth center administration by the PYCE Team. Steering Committee Member observation reports will be collected and may include photos or videos. |
| **Frequency/Schedule of Data Collection** | Per training |
| **Responsibility for Data Collection** | The PYCE Team |
| **Data Limitations and Significance (if any)** | In certain instances, the same participants may attend different Peer Network activities. Thus, the number of participants on attendance lists may not be used as the sole means to determine the total number of participants trained by Peer Network Members. |
| **Actions Taken or Planned to Address Data Limitations** | PYCE Team will compare daily attendance lists and will only count each participant one time in program reports, to avoid double counting. |

| Indicator Values: Baseline & Targets | | | | | |
|---|---|---|---|---|---|
| **Target:** | 1,350 (established October 2012 as FY2013 indicator value); An additional 300 (established October 2013 as FY2014 indicator value); An additional 3,000 (established July 2014 as FY2015 indicator value). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | N/A | 337 | 4,046 | 1,996 | |
| **Running Total** | N/A | 337 | 4,383 | 6,379 | |
| Females | | | 1,852 | 822 | |
| Males | | | 2,130 | 1,179 | |
| **Actual (by Youth Center Type)** | | | | | |
| Club | | | 26 events: 2,353 participants | 19 events: 491 participants | |
| School | | | 9 events: 623 participants | 35 events: 1,061 participants | |
| Club and School | | | 6 events: 625 participants | 2 events: 102 participants | |
| University | | | 0 events: 0 participants | 2 events: 240 participants | |
| Park/rec area | | | 1 event: 25 participants | 1 event: 21 participants | |
| Other | | | 5 events: 356 participants | 3 events: 81 participants | |
| **Actual (by Governorate)** | | | | | |
| Governorate Aden | | 307 | 1,783 | 1,298 | |
| Governorate Sanaa | | 30 | 858 | 70 | |
| Governorate Lahej | | | 820 | 317 | |
| Governorate Marib | | | 521 | 0 | |
| Governorate Abyan *(new to FY2014)* | | N/A | N/A | 311 | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Comments:** Peer Network activities are multi-faceted, address a broad range of youth interests, and may cover more than one day. It is therefore expected that youth may attend multiple activities. Support for varied Peer Network activities is an indication that topics are relevant and youth-centered and that PYCE youth leadership and development training through the Community Engagement Workshop, the Peer Facilitation and Project Development (formerly known as the Training of Trainers, or TOT, Program, and the Sport and Activity Coordinator (SAC) Program are impactful. For data collection purposes the youth trained by Peer Network Members will only be counted one time per activity. | |

| Performance Indicator Reference Sheet | |
|---|---|
| **Name of Indicator** | 2.7 Number of Communications PYCE Peer Network use to disseminate information about youth activities (2.7.1), to gather information from youth and other community members about their needs, concerns and suggestions for youth activities (2.7.2), and to respond to community members' requests and concerns related to youth activities (2.7.3) |
| **Result/Intermediate Result** | Youth empowered to positively affect their local communities through sports, recreational programs, and other community-based engagement activities |
| **Program Component** | N/A – one program |
| **Short or Long-Term** | Short-Term |
| **USAID/Yemen Common Indicator?** | No |
| **Custom or Standard Indicator (if Standard, list Program Element)** | Custom – stability outcome |
| **Description** | |
| **Indicator Definition** | This indicator counts the number of communications the Peer Network Members use to disseminate information about PYCE activities, to obtain feedback about their activities, or to respond to feedback from community members related to youth activities. Steering Committee Members review communications for distribution.<br><br>Communication channels include mobile technology, social media, print media, events, sites visits, surveys, radio broadcasts, TV broadcasts, film media, public announcements, media sharing methods, and meetings with community actors and officials. |
| **Unit of Measure** | Number (of communications used) |
| **Disaggregation** | Geographical location, and<br><br>Type of communication (posters, social media, print media, online media, and other; or<br>Types of feedback (meeting, site visit, survey, event,  and other); or<br>Types of responses (meeting, event, social media, radio, TV, and other). |
| **Justification & Management Utility** | Peer Network Members can be effective in terms of selecting the appropriate communication channels and the messages to be disseminated to their peers. Peer Network Members can be effective in gathering information from their peers as well as responding to their peers' feedback. |

| Performance Indicator Reference Sheet | |
|---|---|
| **Data Source** | Peer Network Members and Steering Committee Members |
| **Data Collection Methodology** | The PYCE Team will scan and gather Facebook pages, online articles, text messages, newspaper articles and television news segments or related broadcasts. Copies of communications will be collected by the PYCE Team and entered into a PYCE tracking spreadsheet. |
| **Frequency/Schedule of Data Collection** | Per communication |
| **Responsibility for Data Collection** | The PYCE Team and Steering Committee Member |
| **Data Limitations and Significance (if any)** | There are some communication tools which are difficult to collect (for example, Bluetooth-enabled communications, un-linkable internet applications, or verbal messaging). |
| **Actions Taken or Planned to Address Data Limitations** | Peer Network Members will complete a survey that describes the methods that they utilized to communicate news about their events and activities. |

| Indicator Values: Baseline & Targets | | | | | |
|---|---|---|---|---|---|
| **Target:** | 90 (established October 2012 as indicator value for 2.7.1); and An additional 50 (established July 2014 as FY2015 indicator value relabeled as 2.7.1). 10 (established July 2014 as FY2015 indicator value for 2.7.2). 10 (established July 2014 as FY2015 indicator value for 2.7.3). | | | | |
| **Baseline:** | n/a | | | | |
| **Fiscal Year** | **FY 2011** | **FY 2012** | **FY 2013** | **FY 2014** | **FY 2015** |
| **Actual** | 1 | 5 | 26 | 78 | |
| **Running Total** | 1 | 6 | 32 | 110 | |
| **Actual (by Governorate) 2.7.1** | | | | | |
| Governorate Aden | 1 | 3 | 12 | 52 | |
| Governorate Sanaa | 0 | 0 | 9 | 0 | |
| Governorate Lahej | 0 | 0 | 2 | 21 | |
| Governorate Marib | 0 | 2 | 3 | 0 | |
| Governorate Abyan *(new to FY2014)* | N/A | N/A | N/A | 5 | |
| **Actual (by Type) 2.7.1** | | | | | |
| Posters | 0 | 1 | 4 | 2 | |
| Social Media | 0 | 1 | 12 | 29 | |
| Print Media | 0 | 0 | | 6 | |
| Online Media | 0 | 0 | 6 | 19 | |
| Video | 1 | 1 | 3 | 0 | |
| Other | 0 | 2 | 1 | 22 | |

**4.4 Filing of Data**

The PYCE M&E Unit will keep a library of all manuals, guidelines, curricula, photos/videos and any other documents intended for widespread adoption that are produced by the project. The library will provide a centralized home for all documentation distributed to various government entities and will simplify monitoring and evaluation verification.

Supporting documents for each indicator will be kept on file by the PYCE M&E Unit. A physical copy as a scanned (electronic) copy will be kept and organized by Activity. In the case of primary documents collected by the PYCE Team, such as youth center letters, the original version of the documents will be kept on file. The documents that will be included in PYCE Project files include monitoring reports, supporting documents for data collected, and final reports.

### 4.5 Data Quality Control Process

The PYCE M&E Unit will be responsible for ensuring the quality of data that is collected through the monitoring process. The M&E Unit will receive the support documents for each indicator and check those documents for quality and completeness. In the case of figures for indicators, the M&E Unit re-calculates the summary figures provided by going through the supporting documents and ensuring that the numbers tally.

The M&E Unit will be cognizant of the data limitations for the indicator (as described in the PIRS) and will examines whether these data limitations have been addressed. If not addressed, the PYCE Team will be consulted to rectify the issue.

The M&E Unit will conduct a random check of PYCE Activities for detailed examination of the quality of the data, by looking at validity, integrity, precision reliability and how timely the data is provided. A random check of at least two of the twelve PYCE Project Activities will be conducted per quarter. The M&E Unit reviews all relevant supporting documents and ensures their availability.

### 4.6 Reporting and Dissemination of Data

M&E findings are relevant to PYCE Steering Committee Members, Peer Network Members, youth centers, the PYCE Project Team, and USAID. In addition to ensuring accountability, PYCE communications of M&E findings seek to motivate all of its stakeholders to action, to inform trends, and to contribute to greater discussion on youth programming.

The reporting and dissemination process begins with project beneficiaries. Information is shared via mobile applications, or uploads by PYCE Project beneficiaries through the PYCE Project Facebook Page. This information is reviewed by the PYCE Team and the Chief of Party (COP). Thus, data is collected from both the PYCE Team and PYCE Project beneficiaries on a regular basis in order to inform decision-making.

PYCE M&E Unit updates project spreadsheets and other forms of information for the COP on a weekly basis. In addition, before and after photographs, participant videos from direct beneficiaries, and/or media coverage are shared with the COP along with a project checklist on a weekly basis. A weekly report is developed which is submitted to the COP and then forwarded to USAID.

Based on the project spreadsheets, the PYCE M&E Unit also incorporates a table that shows the progress of the project's indicators achievements in the PYCE Project Quarterly Narrative Report. These reports are then shared with USAID.

The M&E Unit will be assigned to update the USAID Development Experience Clearinghouse (DEC) with all indicators' results on an annual basis in accordance with ADS Chapter 540.

Within three months of the PYCE Project's end date, there will be a formal evaluation conducted by an AMIDEAST regional M&E Specialist. The M&E Specialist will work closely with the SC Members, Peer Network Members, stakeholders and the PYCE Team to reflect how program activities have met expected objectives and the extent to which changes in outcomes can be attributed to the PYCE Project.

**Annex 1: List of Acronyms and Abbreviations**

| | |
|---|---|
| America-Mideast Educational and Training Services | AMIDEAST |
| Annual Operations Plan | AOP |
| Automated Directives System | ADS |
| Chief of Party | COP |
| Community Engagement (Project) Workshop | CE |
| Community Grant | CG |
| Development Experience Clearinghouse | DEC |
| Intermediate Result | IR |
| Focus Group Discussion | FGD |
| Fiscal Year | FY |
| Middle East and North Africa | MENA |
| Ministry of Education | MoE |
| Ministry of Endowments and Guidance | MoEG |
| Ministry of Youth and Sports | MoYS |
| Monitoring and Evaluation | M&E |
| National Organization for the Development of Society | NODS |
| Observation, Insights, Reflection and Decision | ORID |
| Participatory Analysis for Community Action | PACA |
| Peace Players International | PPI |
| Peer Facilitation and Project Development | PFPD |
| Peer Network | PN |
| Peer Network Activity Councils | PNAC |
| Peer Network Program Demographic Data Form | PNPDDF |
| Peer Network Reflection Form | PNRF |
| Performance Indicator Reference Sheet | PIRS |
| Project Monitoring and Evaluation Plan | PMEP |
| Promoting Youth Civic Engagement | PYCE |
| Sport and Activity Coordinator | SAC |

Steering Committee                                      SC

Peer Facilitation and Project Development               PFPD

United States Agency for International Development       USAID