

QUANG NGAI RURAL DEVELOPMENT PROGRAM (QNRDP) - PHASE 2

QNRDP Monitoring and Evaluation Plan



VIET NAM-AUSTRALIA

Prepared for

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Acronyms

AEZ	Agro-Ecological Zone
AMB	Activity Monitoring Brief
AMC	Australian Management Contractor
AOP	Annual Operating Plan
APD	Australian Program Director
AsDB	Asian Development Bank
ATL	Australian Team Leader
AusAID	Australian Agency for International Development
CBO	Capacity Building Officer
CBSS	Capacity Building Scoping Study
CCG	Commune Contact Group
CPC	Commune People's Committee
CPV	Communist Party of Viet Nam
DARD	Department of Agriculture and Rural Development
DCG	District Contact Group
DDO	District Development Officer
DOLISA	Department of Labour, Invalids and Social Affairs
DOSTE	Department of Science, Technology and Environment
DPC	District People's Committee
DPI	Department of Planning and Investment
EIA	Environmental Impact Assessment
EI&MISS	Environmental Impact & Management Issues Scoping Study
EMG	Environmental Management Guideline
EMP	Environmental Management Plan
FA	Farmer's Association
FCB	Focused Capacity Building
FCO	Finance and Credit Officer
GAD	Gender and Development
GDP	Gross Domestic Product
GIS	Geographical Information System
GOA	Government of Australia
GOV	Government of Vietnam
GSDSS	Gender and Social Development Scoping Study
GSO	General Statistical Office
HASD	Highland Agricultural and Social Development Project

HCMC	Ho Chi Minh City
HH	Household
HRD	Human Resource Development
IASS	Institutional Arrangements Scoping Study
I/EO	Infrastructure and Environment Officer
IFAD	International Fund for Agricultural Development
IT	Information Technology
KRA	Key Results Areas (AusAID)
M&E	Monitoring and Evaluation
MARD	Ministry of Agriculture and Rural Development
MEA	Monitoring and Evaluation Advisor
MEGO	Monitoring & Evaluation/GIS Officer
MIS	Management Information System
MOLISA	Ministry of Labour, Invalids and Social Affairs
MOSTE	Ministry of Science, Technology and Environment
MPI	Ministry of Planning and Investment
MYOB	Mind Your Own Business (accounting software)
NGA	Non Government Agency
NGO	Non Government Organisation
O&M	Operations and Maintenance
ODA	Overseas Development Assistance
PA	Problem Analysis
PC/PA/PS	Problem Census/Problem Analysis/Problem Solving
PAPSP	Philippines Australia Support Project
PC	Problem Census
PCC	Program Coordinating Committee
PCF	People's Credit Fund
PCP	Provincial Communist Party
PC/PS	Problem Census/Problem Solving
PD	Pillars of Development
PDA	Participatory Development Adviser
PDD	Program Design Document
PEMM	Program Environmental Management Manual
PMU	Program Management Unit
PO	Program Office
PPC	Provincial People's Committee
PP	Participatory Planning

PPP	Participatory Planning Process
PRA	Participatory Rural Appraisal
PS	Problem Solving
PSC	Program Steering Committee
PSD	Program Strategy Document
QNRDP	Quang Ngai Rural Development Program
RCF	Revolving Credit Fund
RDSS	Rural Development Scoping Study
RFSSS	Rural Finance Systems Scoping Study
RIDEF	Rural Infrastructure Development Fund
RISS	Rural Infrastructure Scoping Study
SAS	Small Assistance Schemes
SPU	Strategic Planning Unit
SS	Scoping Study
SSCD	Scoping Studies Common Dossier
STE	Short Term Expert
TA	Technical Assistance
TAG	Technical Advisory Group
TB	Tuberculosis
TOR	Terms of Reference
VBARD	Vietnam Bank for Agriculture and Rural Development
VBP	Vietnam Bank for the Poor
VDP	Village Development Plan
VND	Vietnamese Dong
VPD	Vietnamese Program Director
VPDA	Vietnamese Participatory Development Adviser
VTE	Vocational and Technical Education
VTL	Vietnamese Team Leader
WTO	World Trade Organisation
WU	Women's Union

Summary

The Quang Ngai Rural Development Program (QNRDP) represents a new approach to reducing poverty in Quang Ngai by directly addressing the income generating needs of poor households. The household is where poverty occurs and it must be the target for any program seeking to reduce poverty. Households can only be engaged by their direct participation in the planning and implementation of relevant income generating activities.

This monitoring and evaluation (M&E) plan establishes a framework of indicators, databases, GIS, and roles and responsibilities to assess the progress of QNRDP implementation. The plan addresses the indicators, processes, infrastructure and roles and responsibilities needed for collecting, analysing, recording, reporting and using management information about the physical and financial progress of the Program. The plan focuses on the Program (goal and purpose) and output levels of the Logical Framework presented in Annex 1.

Section 1 of the plan introduces QNRDP, the purpose of M&E and relevant AusAID policy and guidelines. Section 2 outlines the M&E strategy for QNRDP including key result areas, indicators, the budget and an exit strategy. Section 3 outlines plans for data collection including data sources, means of verification, baseline data and program monitoring schedules. Section 4 outlines data processing, storage and communication.

Section 5 of the plan presents planned roles and responsibilities for M&E, competencies required and capacity building needs. Section 6 outlines plans for reporting M&E results to stakeholders and Section 7 presents technical specifications for the M&E databases and GIS. Annexes to the plan present the Logframe (1), Users guide to program indicators (2), Examples of pro formas used for data collection (3), Operations manuals for the databases (4) and GIS (5) and reporting formats (6) as well as an example of a customised progress report (7).

Purpose

The main purposes of monitoring and evaluation outlined in this plan are to:

- make available timely and relevant information on Program implementation which will support effective management decision making by all key stakeholders – including community planning and self management;
- promote discussion of Program progress within AusAID, and with other stakeholders, and plan any required remedial action;
- contribute to accountability since AusAID and GoV managers need to know that activities are being implemented in accordance with memoranda of understanding, Program documents and contracts, and are achieving their stated objectives;
- provide the main source of performance information for internal management and validation of inputs to external reporting requirements; and
- inform policy and decision making, since AusAID needs to know how well policies and procedures governing the development cooperation program are working and whether modification is desirable or necessary.

Strategy

The definitions of the terms Monitoring and Evaluation (M&E) in the context of QNRDP are based on the logframe presented in Annex 1. Indicators used for monitoring and evaluation are integral to the logframe and are described in detail in the Users Guide to Program Indicators presented in Annex 2.

The monitoring and evaluation plan is based on the premise that a successful and sustainable Program is one that participants perceive to be effective. It is their reality that counts, and so they should have a role in measuring (or counting) the reality of the Program. The logframe therefore includes 4 lagging indicators of stakeholder¹ perception which are proposed to be measured with Goal Attainment Scaling (URS) – a technique that has been successfully adapted for use in Australia and other countries by URS to evaluate natural resource management and community development programs in a variety of socio-economic and political circumstances.

The exit strategy for the M&E system involves a gradual shifting of roles and responsibilities away from the MEGO and other Program staff towards DPI and DARD staff and CPC members. At the end of Phase 2 it is anticipated that there will be a cadre of counterparts from DPI, DARD, the Women's Union and other stakeholder agencies with the necessary competencies and willingness to take responsibility for monitoring and evaluation activities in Phase 3.

Data collection

A foundation data recording system prepared during Phase 1 of the Program is already in place. It provides household and commune information for Phase 2. This system will be further developed to accommodate household and commune information as activities supported by the Program are identified and implemented by households and groups.

Baseline information for quantitative and attitudinal indicators was collected in the Scoping Studies during Phase I. Additional baseline data will be collected during household surveys conducted as the first step in the PPP during Phase 2. Many indicators are measured to provide time series data, with the first measurements providing a natural baseline. In addition, PRA tools such as wealth ranking will be used to verify DOLISA poverty lists and provide baseline data in participating communes.

The participatory planning process that underlies the engagement with community participants collects a wide range of primary data that contributes to measurement and reporting against monitoring and evaluation indicators. Much of the data collection therefore relies on participatory monitoring processes that are integral to the participatory philosophy underlying the Program. Importantly, reporting tools focus on appropriate communication and feed back to community participants so that they benefit from, and have access to, the data and information they contribute to collecting.

Indicators

The indicators have been selected to accommodate different socio-economic and biophysical scales; for example province, program, district, commune, village, hamlet, activity group and household. Household and activity group scale indicators will be developed with participants to include indicators specific to selected activity included in each Annual Operating Plan.

The proposed suite of indicators is designed to serve multiple purposes so that data collection and analysis costs are optimal and integral to implementation at all scales. Importantly, indicators have been selected to inform participants in their activities and choices throughout the PPP. This is especially the case with capacity building indicators, which include core competencies and regular review and feedback with participants. Many can also be measured and reported by participants as household groups and district participants mature within the Program.

¹ Stakeholders include community participants; institutional participants at commune, district, provincial and national scales; and other participants such as service providers and other donors.

Data processing, storage and communication

Participants will record most primary data with support from DDOs using pro formas prepared for each step of the PPP and each activity supported by the Program. The pro formas are derived from the database entry fields, and will have bilingual labels. DDOs will be trained in the use of these proformas by the PDAs and MEA with support from the MEGO. DDOs will facilitate data recording by participants using the pro formas developed and prepared by the PMU. In addition, minutes from Program-related meetings (for example CPC, WU, PCC, PSC), and records of other Program activities such as photographs, case studies and special reviews will be used as data sources for monitoring and evaluation. Data collected will be entered into household; commune; local government; and training/capacity building databases by DDOs and their counterparts as well as by the Program MEGO.

The databases will be used to generate information that will be used to assess the extent of the changes taking place, and resulting from Program activities, in both temporal and spatial dimensions. Longitudinal and spatial comparison of the data in household and commune databases will indicate the extent of changes in incomes and poverty reduction indices.

The ATL and MEA may also request specialist team members to conduct case studies to identify and describe changes in behaviours and the reasons for the changes. Changes in farming practices and productivity gains, activities being modified to contend with environmental impacts, the utilisation of wastes for productive gain, the reasons for using demonstrated technologies are examples of possible case studies. Structured consultations will be undertaken with members of the Program Steering Committee, and the District and Commune Contact Groups.

We propose to use graphical and spatial presentation tools to communicate data monthly (management reports to PMU and activity groups), 6monthly (progress reports) and annually (progress reports and AOP). In addition to communicating data “upwards” to GoV counterparts and AusAID, data will also be communicated “downwards” to activity groups and DDOs.

Human resources for monitoring and evaluation

Most Program stakeholders have roles and responsibilities in the monitoring and evaluation plan. The core monitoring and evaluation team in Quang Ngai includes MEGO, DDOs, CBO, IEO, and their counterparts. Core monitoring and evaluation competencies that each member of the team should have are presented in Section 5. Their existing skills will be assessed to identify gaps and design competency-based training and capacity building.

Reporting

The database management system and GIS used for monitoring and evaluation of QNRDP is designed to accommodate primary data. Queries and relational database tools enable these primary data to be presented in a variety of ways to meet different needs. The need for reporting to AusAID and GoV will be met by customised reporting tools that query primary data and present information relevant to each report. Reports required in the scope of services are:

- Annual operating plan
- Progress reports – annual and six-monthly including KRAs
- Case studies
- Structured consultation
- PCC and PSC reports

1 Introduction

1.1 Background

The Quang Ngai Rural Development Program (QNRDP) is the culmination of a series of preparatory studies and workshops that were commissioned by the Australian Agency for International Development (AusAID) and commenced in 1997. The aim was to identify the content and approach for a Program that could sustainably address poverty alleviation, increased incomes, increased employment, enhanced equity, improved strategic infrastructure, and environmental protection in the central region of Viet Nam.

The QNRDP represents a new approach to reducing poverty in Quang Ngai by directly addressing the income generating needs of poor households. The household is where poverty occurs and it must be the target for any program seeking to reduce poverty. Households can only be engaged by their direct participation in the planning and implementation of relevant income generating activities.

It is recognised that such an approach represents a major change in attitude by all stakeholders. Consequently, acceptance and adoption by stakeholders will tend to be slow until income-generating activities commence and the benefits become more evident. Change will be slow but will rapidly gain in pace as the engagement of more communes in Program activities progresses.

The Program will be managed on behalf of AusAID and the PPC by a PMU that will comprise members of the Australian-funded team and counterpart staff from DPI. The PMU will replace the SPU that formed the basis for Program implementation during Phase 1. A Program Coordination Committee (PCC) will control the Program.

1.2 Purpose of monitoring and evaluation

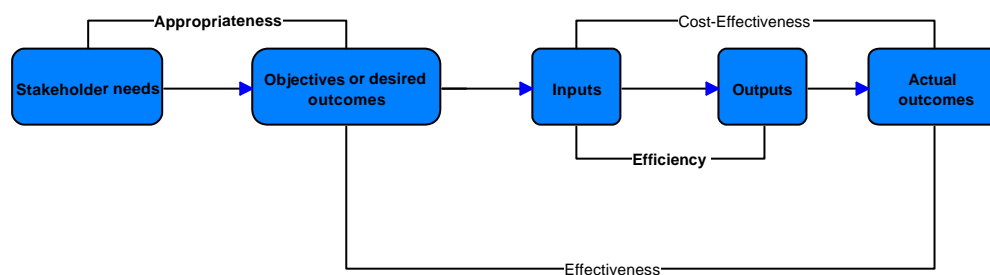
The main purposes of monitoring and evaluation outlined in this plan is to:

- make available timely and relevant information on Program implementation which will support effective management decision making by all key stakeholders – including community planning and self management;
- promote discussion of Program progress within AusAID, and with other stakeholders, and plan any required remedial action;
- contribute to accountability since AusAID and GoV managers need to know that activities are being implemented in accordance with memoranda of understanding, Program documents and contracts, and are achieving their stated objectives;
- provide the main source of performance information for internal management and validation of inputs to external reporting requirements; and
- inform policy, since AusAID needs to know how well policies and procedures governing the development cooperation program are working and whether modification is desirable or necessary.

The different purposes of monitoring and evaluation are presented in Chart 1 and briefly described below:

- **Appropriateness** monitoring and evaluation determines the extent to which program objectives meet community or natural resource needs. This is often carried out at the planning phase to determine that the objectives of a program are appropriate.
- **Effectiveness** monitoring and evaluation determines the extent to which program outcomes have achieved the planned objectives. It is also used to determine the impact of a program. This often requires monitoring of performance indicators, sometimes at a significant time after the Program has been completed.
- **Cost Effectiveness** monitoring and evaluation assesses whether the financial resources committed were well spent, by determining whether the actual outcomes sought were achieved.
- **Efficiency** monitoring and evaluation measures the extent to which program inputs can be minimised while still achieving program outputs. This is often carried out as part of the program management reporting process.

Chart 1: Different purposes of monitoring and evaluation



The monitoring and evaluation plan for QNRDP focuses on measuring effectiveness and efficiency with a series of leading and lagging indicators. The participatory planning process ensures that stakeholder needs are reflected in program objectives and desired outcomes, and so this plan assumes that the program investment is appropriate.

1.3 Purpose of the monitoring and evaluation plan

AusGUIDE highlights the importance of monitoring and evaluation but does not contain a suggested outline or model for a monitoring and evaluation plan. AusGUIDE's Project Quality Standards describe the key features of an M & E Framework, and these are incorporated into this plan.

This plan establishes a framework of indicators, databases, GIS, and roles and responsibilities to assess the progress of QNRDP implementation. The plan addresses the processes and infrastructure needed for collecting, analysing, recording, reporting and using management information about the physical and financial progress of the Program. The plan focuses on the Program (goal and purpose) and output levels of the Logical Framework presented in Annex 1.

1.4 Synopsis of QNRDP and current context

The Government of Viet Nam (GOV) and AusAID selected Quang Ngai as the target Province because it is poor, has experienced slower economic growth than the national average and has received less Overseas Development Aid (ODA) than other Provinces. The Provincial People's Committee (PPC) appointed the Quang Ngai Department of Planning and Investment (DPI) to be counterpart agency to work with QNRDP.

As detailed in the Project Design Document, the Program is based on three key elements:

- **Participation:** This is a holistic process that involves all stakeholders in rural development and income generating processes. It is not a melding of bottom-up needs and top-down policies but an integrated approach to total planning for rural development in which stakeholders work jointly to develop and implement agreed plans and programs.
- **Focused Capacity Building:** This will be required for the targeting poor households and government officials at all levels. It will entail an assessment of knowledge and identification of the capacity building services required to optimise the outcomes from income generating activities.
- **Activity Funds:** These will be used to “re-cycle” Program-funded assistance. The Program will promote the user-pays principle for key infrastructure works to provide working funds for operation and maintenance. In addition, the Program will encourage householder groups to form activity-based funds. The costs of inputs provided by the Program to support activities are recovered, together with a suitable interest payment. They will be reused by group members for ongoing and expanding activity development.

To expedite and facilitate this process the Program has appointed District Development Officers (DDOs) to reside in the contact districts and facilitate Program implementation. Theirs is an extremely strategic and multifaceted role. The location of the DDOs in the district centres enhances local government and householder ownership of Program initiatives and facilitate progressive engagement in the Program.

QNRDP targets poor communes that will be selected using MOLISA's definition of a poor commune (>40% poor households), where possible and practical. Accordingly, the primary beneficiaries from QNRDP will be the poor households and poor household groups in each selected commune.

QNRDP will introduce new processes for delivering new investment that enables poor households to increase their income. Community and government stakeholders will need to change the way they interact with, and approach, development if the program goal is to be achieved sustainably.

1.5 AusAID policy and guidelines

In addition to AusGUIDE support for mobilisation, implementation and monitoring, there are a number of AusAID policies that are directly relevant to QNRDP and reflected in the monitoring and evaluation plan:

- Reducing poverty - the central integrating factor of Australia's aid program.
- Income generation for the rural poor: The Australian aid program's rural development strategy.
- Good governance: guiding principles for implementation.
- Gender and Development: Australia's Aid Commitment and other policy documents guidelines.
- Environmental Management Guide for Australia's Aid Program.

1.6 Status of monitoring and evaluation in Phase 1

Scoping studies conducted in Phase 1 provide baseline data to support analysis and interpretation of monitoring and evaluation measurements conducted in Phase 2. The studies provide particularly useful benchmarks on environmental and socio-economic conditions that will assist in the measurement of change resulting from Phase 2 activities. The MEGO with support from other team members will make use of these studies to support monitoring efforts during implementation of Phase 2.

In addition, communes participating in Phase 1 had their own data on poverty in addition to DOLISA data, which will contribute to baseline information for monitoring and evaluation of Program outputs and outcomes in those communes.

A foundation data recording system prepared during Phase 1 of the Program is already in place. It provides household and commune information for Phase 2. This system will be further developed to accommodate household and commune information as activities supported by the Program are identified and implemented by households and groups. The foundation computer database designed in Phase 1 was developed to accommodate the increased quantity of information generated from Phase 2 implementation. Forms that link data collected in the field to data entry in the office are developed in this plan for Phase 2, and they complement what was developed initially in Phase 1.

Evolving from the Phase I work are three District Development Officers (DDO) who already operate in 3 communes with the two Participatory Development Advisers (PDA) . Late in Phase 1 a Monitoring and Evaluation and GIS Officer (MEGO) commenced work in the PMU based in Quang Ngai. This monitoring and evaluation plan has been developed with the MEGO, PDAs and DDOs as well as other stakeholders.

2 Monitoring and evaluation strategy

2.1 Conceptual definitions

The definitions of the terms Monitoring and Evaluation (M&E) in the context of QNRDP are based on the logframe presented in Annex 1. Indicators used for monitoring and evaluation are integral to the logframe and are described in detail in the Users Guide to Program Indicators presented in Annex 2. Generally, monitoring relates to the efficiency with which inputs are used to undertake activities to achieve specified output targets. Evaluation is an assessment of the effectiveness that actual outcomes have in achieving the Program goal and purpose relating to sustainable income generation and poverty reduction. This is presented conceptually in Chart 1 above.

2.2 Proposed monitoring & evaluation system

The concept for the monitoring and evaluation system distinguishes between monitoring and evaluation. Monitoring provides: information to Program management to better design and implement its work programs for the efficient achievement of outputs; documents lessons learned by participants and other stakeholders to strengthen subsequent implementation activities; and measures progress of the Program against key verifiable indicators shown in the logframe. The activity, output and management schedules set out in Annex 3 detail means of verification, roles and responsibilities and reporting tools. Environmental indicators required to support the Program Environmental Management Manual and consistent with the Environmental Management Guidelines are integral to the activity schedule, particularly the indicators for Component 2 relating to commune-based rural infrastructure construction.

Evaluation relates to effective achievement of the Program's objectives. The tools to be used to gather information for this purpose are:

- the PC/PA/PS process conducted at household and district scales, which includes participants' perceptions of achievement of goal, purpose and outcomes using goal attainment scaling techniques;
- activity planning and implementation processes;
- training and capacity building processes; and
- case studies and research reports.

The data and information generated using these tools are kept on Program files and databases, linked to a Program GIS, all of which are designed for use in analysis and reporting. A summary of the components and relationships that comprise the QNRDP monitoring and evaluation system is described in Chart 2 and illustrated in Chart 3.

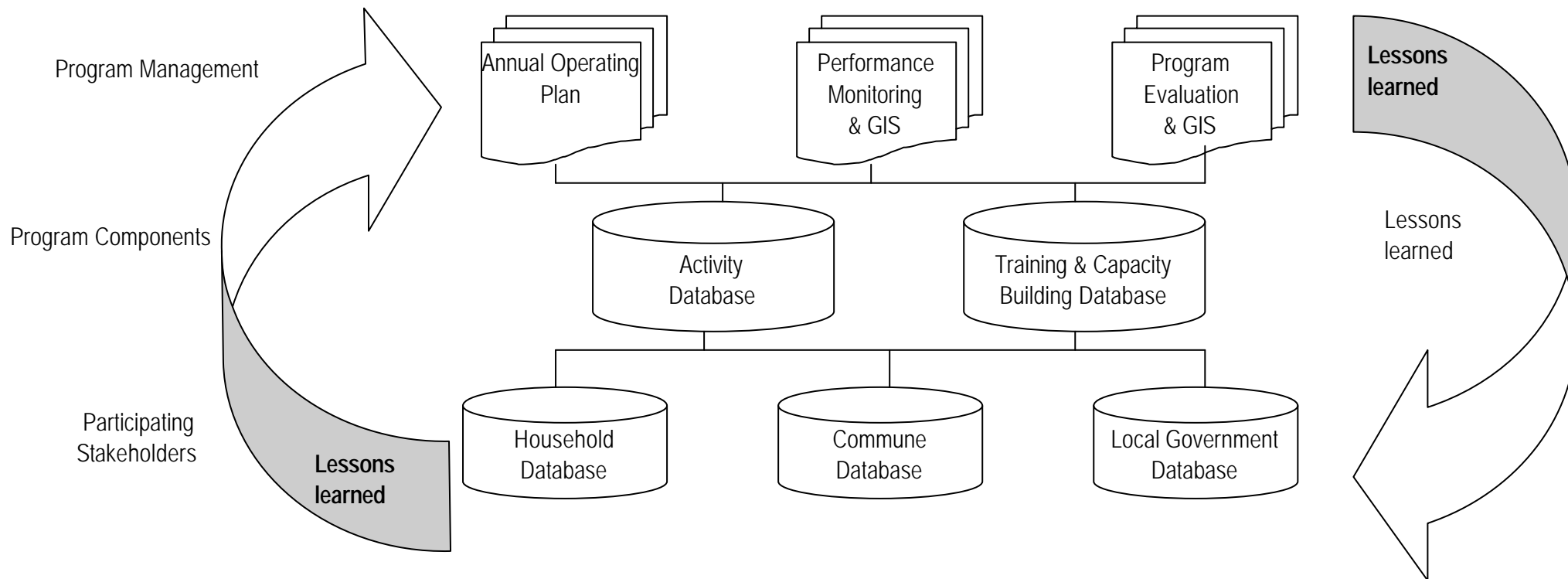
The approach proposed for the monitoring and evaluation system is cost effective because it uses the logical framework to identify the minimum data needs for multipurpose indicators. By using the process and procedures being implemented by the Program and time series data, the system does not duplicate data collection. The latter would be the case using a baseline survey approach.

Operations manuals for the monitoring and evaluation systems are presented in Annexes 4 and 5. The manuals are designed to accommodate changes during the Program's life.

Chart 2: Monitoring and evaluation concept for QNRDP

Process	Data/Information	Database	Result
Monitoring			
Annual work programming	Output schedules Management schedules Activity schedules	Information/data kept on management's computer files	Annual work program management to gauge the efficiency with which inputs are used in undertaking activities to achieve outputs
Six monthly and annual reports	Report progress against logframe verifiable indicators	Household, commune, activity, training & capacity building databases	Assessment of progress of Program against the key verifiable indicators
Activity process <ul style="list-style-type: none"> • Household • Activity group 	Activity information that also generates additional household information	Activity database	Additions to commune and household profiles Infrastructure and land use change maps
Capacity building process	Local PMU staff & counterpart information	Local government database	Individual staff competency profiles
Evaluation			
PC/PA/PS process	Commune and household data PMU activity screening and approval history	Household and commune databases Commune database Activity database	Commune and household profiles that include activity proposals, approvals and success rate
Training and capacity building	All training and capacity building activities	Training/capacity building database	Individual staff training & capacity profiles
Participatory evaluation of stakeholder perceptions	Qualitative information	Information on management's computer file	Household and local staff perceptions of change and the relevance of the process

Chart 3: Components and relationships of monitoring & evaluation system



2.3 Key methodological issues

The methodologies proposed in this monitoring and evaluation plan are consistent with AusGUIDE. There are two innovative methodologies that reflect the participatory philosophy underlying the Program – both of which are consistent with AusAID policies on reducing poverty, income generation for rural poor and good governance.

The monitoring and evaluation plan is based on the premise that a successful and sustainable Program is one that participants perceive to be effective². It is their reality that counts, and so they should have a role in measuring (or counting) the reality of the Program. The logframe therefore includes 4 lagging indicators of stakeholder³ perception which are proposed to be measured with Goal Attainment Scaling (GAS) – a technique that has been successfully adapted for use in Australia and other countries by URS to evaluate natural resource management and community development programs in a variety of socio-economic and political circumstances.

The participatory planning process that underlies the engagement with community participants collects a wide range of primary data that contributes to measurement and reporting against monitoring and evaluation indicators. Much of the data collection therefore relies on participatory monitoring processes that are integral to the participatory philosophy underlying the Program. Importantly, reporting tools focus on appropriate communication and feed back to community participants so that they benefit from, and have access to, the data and information they contribute to collecting.

Traditional input and output monitoring as well as outcome evaluation relating specifically to performance against the PDD is included in the logframe and the monitoring and evaluation plan.

2.4 Logframe

The QNRDP Logframe is presented in Annex 1 and is the foundation for the monitoring and evaluation plan. The Program's **Goal** is to contribute to rural development, governance and poverty reduction in Quang Ngai Province. The **Purpose** is to empower poor households in selected communes in Quang Ngai Province to improve livelihoods sustainably through increased incomes within the risk framework of poor people. The Program has four Components:

1. **Household Initiated Rural Income Generation** – the objective of Component 1 is to assist households to improve existing, and adopt new, income generating activities both on and off farm within the resources they are prepared to commit in order to use assets more productively; adopt modern technology and techniques; and diversify their income base and support the opportunistic development of micro-enterprises.

² Estrella, M. and Gaventa, J. (1998) Who counts reality? Participatory monitoring and evaluation: a literature review. Working Paper 70. Institute for Development Studies, Brighton, UK.

³ Stakeholders include community participants; institutional participants at commune, district, provincial and national scales; and other participants such as service providers and other donors.

2. **Commune Based Rural Infrastructure Construction** – the objective of Component 2 is to contribute to the identification, funding, construction and maintenance of small-scale community driven commune level infrastructure that enhances livelihood and facilitates income generation.
3. **Commune, District and Province Capacity Building** – the objective of Component 3 is to increase the capacity of Government staff and other potential service providers to contribute to meeting the Program planning and implementation needs articulated in participatory plans by poor rural communities at Provincial, district and commune levels.
4. **Program Management, and Monitoring and Evaluation** – the objective of Component 4 is to manage, monitor and evaluate implementation of the Program efficiently and effectively.

Key indicators for baseline and performance monitoring presented in Chart 4 and Chart 5 are selected from the Logframe.

2.5 Key result areas

The Logframe (Annex 1) and PDD identify four key result areas for the Program:

- empowerment;
- improved livelihoods;
- increased incomes; and
- sustainability.

The key result areas are used to group Program performance indicators to assist in assessment of performance and reporting implementation progress against the Annual Plan and PDD. They are linked to specific indicators in the users guide to Program indicators presented in Annex 2. Many of these indicators collect data that is segregated by gender to enable measurement of progress towards gender equity, which is a cross cutting issue. In addition, the M&E system has been designed to assess Program performance against key result areas identified in the AusAID 2001-2003 Corporate Plan⁴ that overlap the Program and the GoV's Six Pillars of Development:

- improve agricultural and rural development;
- promote effective governance;
- provide essential infrastructure;
- maximise environmental sustainability;
- build effective partnerships;
- deliver Australia's aid program with excellence; and
- promote gender equity.

AusAID has prepared a draft Results Frame Objective Tree for the two strategic objectives of its Viet Nam strategy. Intermediate objectives in this framework could be used as KRAs and include:

⁴ For more detail see Volume 2: Project Strategy Document of PDD, 2002.

- increase agricultural productivity;
- improve health by increasing access to clean water and sanitation;
- increase stability of household income through encouraging diversification of production and marketing;
- assist Government of Viet Nam to optimise the targeting and impact of its social safety net programs; and
- increase access to market information.

Linkages between Program indicators and AusAID KRAs are also made in the Users Guide to Program indicators presented in Annex 2.

2.6 Monitoring and evaluation indicators

Goal and purpose indicators for use at Program scale are presented in Chart 4. Indicators to measure Program outputs at commune and district scales are presented in Chart 5.

Chart 4: Indicators to monitor Program goal and purpose

Key Result Area	Leading Indicators	Lagging Indicators
Empowerment	<ul style="list-style-type: none"> · Cumulative no. HH participating in repeat planning cycles 	<ul style="list-style-type: none"> · Trends in participant perception of their empowerment
Improved livelihoods	<ul style="list-style-type: none"> · Proportion of participating HH within DOLISA definition of “poor households” · Proportion of HH adopting demonstrated technical packages 	<ul style="list-style-type: none"> · Trends in participant perception of their livelihood · Proportion of HH groups graduating to prepare annual plans independently · Trends in child malnutrition indicators
Increased incomes	<ul style="list-style-type: none"> · Number of demonstrations implemented by type and location 	<ul style="list-style-type: none"> · Trend in reported real HH income in participating Communes
Sustainability	<ul style="list-style-type: none"> · Proportion of Activity Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> · Proportion of Activity Plan implementation budgets sourced from participants

The indicators have been selected to accommodate different socio-economic and biophysical scales; for example province, program, district, commune, village, hamlet, activity group and household. Household and activity group scale indicators will be developed with participants to include indicators specific to selected activity included in each Annual Operating Plan.

The proposed suite of indicators is designed to serve multiple purposes so that data collection and analysis costs are optimal and integral to implementation at all scales. These purposes include participant monitoring and evaluation, environmental impact monitoring, and achievement of Program purpose and goals. Importantly, indicators have been selected to inform participants in their activities and choices throughout the PPP. Many can also be measured and reported by participants as household groups and district participants mature within the Program.

Chart 5: Indicators to monitor outputs at commune & district scales

Key Result Area	Leading Indicators	Lagging Indicators
Empowerment	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles • Proportion of commune HH participating in planning processes • No. activity plans prepared and funded • No. GoV staff meeting competency criteria to support participatory planning processes 	<ul style="list-style-type: none"> • Trends in participant perception of their empowerment • No. non-program communes adopting participatory planning process for development investment
Improved livelihoods	<ul style="list-style-type: none"> • Proportion of participating HH within DOLISA definition of “poor households” • Location and extent of commune infrastructure constructed • Proportion of commune infrastructure supported by Program reported operable & maintained • Proportion of HH adopting demonstrated technical packages • No. of women’s health models implemented • No. of people in participating HH migrating seasonally for work 	<ul style="list-style-type: none"> • Trends in participant perception of their livelihood • Proportion of secondary-school aged youth attending secondary school • Trends in child malnutrition indicators
Increased incomes	<ul style="list-style-type: none"> • Proportion of participating HH defaulting on Activity Fund repayments • No. of demonstrations implemented by type and location • Location and extent of adopted technical packages 	<ul style="list-style-type: none"> • Trend in reported real HH income in participating Communes • Trends in participant perception of their HH income • Change in size of Activity Funds managed by Program participants
Sustainability	<ul style="list-style-type: none"> • Proportion of Activity Plan implementation budgets sourced outside Program funds • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds • Proportion of Capacity Building budgets sourced outside Program funds • Proportion of participating HH graduating to institutional credit 	<ul style="list-style-type: none"> • Trends in participant perception of sustainability • Proportion of HH groups graduating to prepare annual plans independently • Proportion of Activity Plan implementation budgets sourced from participants

Activity indicators relevant to the 2003 Annual Operating Plan, for use at household and district scales, are presented in Chart 6 as an example of the indicators used to assess activities of Program staff and counterparts responsible at the time. Activity indicators will change over time to meet local needs as they arise.

The program indicators selected from the logframe (Annex 1) are described in detail in Annex 2. These indicators are central to measuring change, and Program accountability and reporting, during and after Program implementation. They also indicate whether or not change planned to result from the Program has occurred.

The suite of indicators in the Logframe is designed to allow for changes over time and across scale that may result from adaptive management. Some leading indicators are selected to give early warning of problems that may arise during implementation and to enable remedial action to be taken. Some lagging indicators have been selected to provide information after the event to measure outcomes and Program effectiveness.

Chart 6: Indicators to monitor 2003 activity outputs

	Activity 1/	Leading Indicators	Lagging Indicators
Income Generation	Cattle fattening	<ul style="list-style-type: none"> No. & location of cattle demonstrations 	<ul style="list-style-type: none"> Proportion of HH adopting demonstrated package Location & extent of adopted technical package Trend in productivity statistics for participating communes relative to district average Trend in consumption of farm inputs & services Trend in participant perception of HH income by gender and village location Trend in participant perception of livelihood by gender and village location Trend in participant perception of sustainability by gender and village location Trend in reported real HH income Proportion of participating HH within DOLISA definition of "poor households" Trend in child malnutrition indicators
	Pig production	<ul style="list-style-type: none"> No. & location of pig demonstrations 	
	Poultry production	<ul style="list-style-type: none"> No. & location of poultry demonstrations 	
	Goat production	<ul style="list-style-type: none"> No. & location of goat demonstrations 	
	Paddy rice	<ul style="list-style-type: none"> No. & location of paddy demonstrations 	
	Cash crops	<ul style="list-style-type: none"> No. & location of cash crop demonstrations 	
	Tree crops	<ul style="list-style-type: none"> No. & location of tree crop demonstrations 	
	Vegetables	<ul style="list-style-type: none"> No. & location of vegetable demonstrations 	
	Fresh water fish	<ul style="list-style-type: none"> No. & location of FW fish demonstrations 	
	Farming systems	<ul style="list-style-type: none"> No. & location of farming system integration demonstrations 	
Social Infrastructure	Clean water	<ul style="list-style-type: none"> No. & location of clean water infrastructure constructed 	<ul style="list-style-type: none"> Proportion of commune infrastructure supported by Program reported operable & maintained Proportion of commune infrastructure plan budgets financed & disbursed Trend in participant perception of livelihood by gender and village location Compliance with, and effectiveness of, environmental protection measures in Environmental Management Manual
	Water analysis	<ul style="list-style-type: none"> No. & location of water analysis conducted 	
	Sanitation	<ul style="list-style-type: none"> No. & location of sanitation infrastructure constructed 	
	Health centre upgrades	<ul style="list-style-type: none"> No. & location of health centre upgrades constructed 	
	Woman's health	<ul style="list-style-type: none"> No. & location of woman's health infrastructure constructed 	
	Roads & bridges	<ul style="list-style-type: none"> Extent & location of road & bridge infrastructure constructed 	
	Electricity connection	<ul style="list-style-type: none"> Extent & location of electricity connection infrastructure constructed 	
	Kindergartens	<ul style="list-style-type: none"> No. & location of kindergarten infrastructure constructed 	
Capacity Building	Program workshops	<ul style="list-style-type: none"> No. & location of program workshops conducted by type 	<ul style="list-style-type: none"> No. of GoV staff meeting competency criteria to support participatory planning processes Trend in participant perception of empowerment by gender and location (village or institution) Proportion of capacity building budgets sourced outside Program funds Change in size of Activity Funds managed by Program participants
	Study tours	<ul style="list-style-type: none"> No. & location of study tours conducted 	
	Conferences	<ul style="list-style-type: none"> No. & type of conferences attended 	
	Training activities	<ul style="list-style-type: none"> No., location & type of training activities conducted 	

1/ Prioritised according to results from PC/PA/PS process in three study communes during Phase 1 (2001-2002) and relevant for year 1 of Phase 2 (2002-2003).

The Program invests heavily in capacity building, and indicators to monitor progress against this include the number of GoV staff meeting competency criteria to support PPP and participant perceptions of their empowerment, as well as measures of outputs from competent professionals including completed plans and implemented works.

Development of activity indicators for monitoring capacity building activities with participants such as DDOs, CCGs, DCGs and counterparts is planned to include the following:

- conduct a job analysis in which the PDA and the participants define the job in terms of 3 to 5 core areas and tasks within these;
- identify key performance indicators (KPIs) for each of these core areas (with some of these based on output indicators from the logframe);
- identify the skills/knowledge/attitude/behaviour required to perform the work;
- for each skill/knowledge/attitude or behaviour define 5 levels of competence and then determine the level participants need to attain to meet Program and subsequent sustainability needs;
- conduct a training needs analysis to meet the desired competence and work with participants to determine the type of training required to make them competent; and
- use the training needs analysis as a baseline against which capacity building activities can be monitored for effectiveness, accountability and reporting.

This process has been started with the DDOs and is being refined as it is implemented and lessons are learned. Competency scores and the level of achievement of the KPIs for each core area will be used as means of verifying activity indicators to be reported as part of the leading output indicator on the number of participants with competency to support Program activities.

2.7 Monitoring of external factors

Macro-economic indicators relating to assumptions and risks influencing achievement of the Goal and verifiable indicators relating to child health and youth education are collected by the General Statistical Office (GSO) of the Government of Viet Nam and by MOLISA. There are quality and validity concerns with these data, but no other cost-effective means of collecting them is available within the scope of the Program. Given this qualification, we will use GSO and MOLISA data at Provincial, and where available District scales, to monitor external macroeconomic indicators including⁵:

- Annual GDP growth (%);
- Annual GNI per capita (VND);
- Life expectancy at birth (years);
- Food production index (1989-91=100);
- Gross Provincial Product over time (annual);
- Agricultural value added per worker (\$);
- Rural school enrolment, Male (%);
- Rural school enrolment, Female (%);

⁵ If unavailable from GSO and MOLISA these statistics are available from World Bank Rural Development Indicators Handbook with an 18-24 month lag time.

- Rural population with access to improved sanitation (%);
- Rural population with access to improved water source (%);
- Rural population with access to health services (%);
- Rural child mortality rate (under five)(per 1000);
- Per capita dietary energy supply (calories per day);
- Infants with low birthweight (% births);
- Rural child malnutrition (% children under five who are stunted); and
- Rural child malnutrition (% children under five who are wasted).

In addition we will use the primary data collected in the participatory planning and activity implementation processes to identify and report unplanned outputs and outcomes as well as risk indicators. These data will inform adaptive management to capture opportunities and strengths available from unplanned outputs and outcomes and allow corrective management actions to address risks that threaten or weaken the Program.

2.8 Budget

In addition to other resources for Program implementation, budget provision specifically for resources to support implementation of the M&E strategy in Phase 2 includes:

- inputs from GoV for counterparts, office infrastructure at District scale and support for data collection at commune and district scales (estimated to be A\$30,000);
- 60 person months of local MEGO in the PMU (A\$282,300);
- 12 information technology units for DDOs (comprising computer, printer, software and UPS for a total budget of A\$29,412);
- 12 information technology units for participating communes (comprising computer, printer, software and UPS for a total budget of A\$24,706);
- 7 months of Australian short term advisors (A\$171,500); and
- consumables for operation of M&E system (estimated to be A\$10,000).

In addition, Program counterparts from DPI and DARD and members of CPC in participating communes will support the work of PDAs and DDOs. Provision has been made in component budgets to facilitate their involvement.

2.9 Exit strategy

The exit strategy for the M&E system involves a gradual shifting of roles and responsibilities away from the MEGO and other Program staff towards DPI and DARD staff and CPC members.

At the end of Phase 2 it is anticipated that there will be a cadre of counterparts from DPI, DARD, the Women's Union and other stakeholder agencies with the necessary competencies and willingness to take responsibility for monitoring and evaluation activities in Phase 3.

It is anticipated that CPCs will continue to facilitate participatory planning processes that generate primary data about household and commune baseline conditions, participant priorities for actions, and actions planned and implemented.

We anticipate that the database management system and GIS will be easily transferred to a Quang Ngai institution (DPI and/or central Provincial institution) at provincial scale. Because the system will already operate at commune and district scales during implementation of Phase 2, exit of Program staff is not anticipated to significantly disrupt operation of the system at these scales.

Operation of the system outside the Program is anticipated to require staffing levels covered within the existing GoV institutional budgets, with the major incremental cost being additional consumables for reports and GIS modelling as well as ongoing costs for repair and maintenance of hardware. For maximum efficiency, a coordinating role for monitoring and evaluation, similar in scope to the MEGO, could be established as a DPI counterpart position, but this is not considered essential to sustainable operation of the system at Program completion.

3 Data collection

3.1 Data sources

Participants will record most primary data with support from DDOs using pro formas prepared for each step of the PPP and each activity supported by the Program. The pro formas are derived from the database entry fields, and will have bilingual labels. DDOs will be trained in the use of these proformas by the PDAs and MEGO with support from the MEA. DDOs will facilitate data recording by participants using the pro formas developed and prepared by the PMU. In addition, minutes from Program-related meetings (for example CPC, WU, PCC, PSC), and records of other Program activities such as photographs, case studies and special reviews will be used as data sources for monitoring and evaluation.

Examples of pro formas for use in data collection are presented in Annex 4. Other pro formas will need to be developed as the Program evolves. PDAs and DDOs will support participants in their recording of primary data and verify it periodically.

Primary data will be collected continuously throughout the participatory planning process by participating households; during implementation of demonstrations and community infrastructure by participating activity groups; by participants in capacity building activities; and during adoption of demonstrated technical packages by participating household and activity groups.

In addition, data will be collected from existing GoV sources including CPCs, MOLISA and GSO. Data will also be sourced from international institutions, such as FAO, WHO and IDA, that collate and report data relevant to the Program at provincial and national scales.

Data collected will be entered into household; commune; local government; and training/capacity building databases by DDOs and their counterparts as well as by the Program MEGO.

3.2 Means of verification

The databases will be used to generate information that will be used to assess the extent of the changes taking place, and resulting from Program activities, in both temporal and spatial dimensions. Longitudinal and spatial comparison of the data in household and commune databases will indicate the extent of changes in incomes and poverty reduction indices.

Each indicator will be measured by query and analysis of primary data held in the Program databases presented in Chart 3. The means of verification are presented in detail in the Users Guide to Program Indicators presented in Annex 2, and are summarised in the monitoring schedules for outputs, management and activities presented in Annex 3.

Output indicators will be measured during the Program's participatory processes, implementation of activity plans and implementation of capacity building activities. This approach will be complimented with participatory (perceptual) monitoring by beneficiaries and stakeholders on the empowerment value of the PPP, and its effect on household income, sustainability and poverty reduction.

The PPP process will generate data as problem census and problem solving steps are undertaken. The Annual Operating Plan identifies the activity indicators measured for monitoring and evaluation. This specific information will be collected during the process and recorded in household, commune and activity databases. The databases will be updated as more information becomes available as further steps in the process are undertaken. They will “paint a picture through time” of changes in empowerment, livelihoods, income and poverty levels in participating poor households and poor communes.

Qualitative information relating to the PPP, and the impact the process is having on empowerment, livelihoods, income generation and poverty reduction, will be gathered using participatory evaluation techniques and case studies. There are two target groups for participatory evaluation:

- households involved in the PPP process; and
- government staff involved in Program activities at commune, district and provincial scales.

Participatory evaluation needs to be structured and seek specific information. Participatory evaluation will be periodically undertaken with local government officials to enable conclusions on whether attitudes to the PPP are changing, and to describe the extent of the change. Participatory evaluation with participating households will be undertaken periodically to gain an indication:

- from households of their perceptions of changes in livelihoods and incomes resulting from involvement in the Program and the PP process; and
- of the farming system changes undertaken or being considered by households, resulting from participation in the Program.

Case studies will be undertaken to identify and describe changes in behaviours and the reasons for the changes. Changes in farming practices and productivity gains, activities being modified to contend with environmental impacts, the utilisation of wastes for productive gain, the reasons for using demonstrated technologies are examples of areas of inquiry in case studies.

Structured consultations will be undertaken with members of the Program Steering Committee, and the District and Commune Contact Groups. The objectives of these consultations will be to obtain information about:

- the extent to which officials are encouraging households and communes outside the Program to adopt the PPP approach;
- the extent of the demand for rollout of the Program into Phase 3; and
- communication effectiveness concluded from the levels of understanding of the PPP, and its implications.

Most data will be verified by DDOs working with participants using pro forma data collection systems during each phase of the participatory planning process (refer to Annex 1 of Volume 1 of the PDD 2002). These measurements will in turn be periodically audited by PDAs and the MEA whilst facilitating Program activities with participants.

Monitoring capacity building activities under Component 3 will include monitoring of the training by the trainee as well as effectiveness of the training. An indication of the effectiveness of training will be achieved through discussions with line managers and Program mentors (the DDOs) of the trainees and the households the trainees have served. These discussions will elicit information on workplace changes resulting from the training and will focus on the relevance of the services provided to any intermediate user involved in the delivery of the training to the ultimate endusers. The ultimate endusers will be the PPP participants implementing an activity (usually a household) and they will be identified by the activity being implemented. Information obtained from training evaluation will be included in the Local Government and Training/Capacity Building databases. These databases are designed, developed, and used to gain an indication of changes in staff attitudes and work place behaviour relating to participatory approaches and poverty reduction.

3.3 Baseline information

Baseline information for quantitative and attitudinal indicators was collected in the Scoping Studies during Phase I and will be collected during household surveys conducted as the first step in the PPP during Phase 2. Many indicators are measured to provide time series data, with the first measurements providing a natural baseline. In addition, PRA tools such as wealth ranking will be used to verify DOLISA poverty lists and provide baseline data in participating communes.

Some baseline commune data will be verified from records maintained by the CPC in each participating commune by DDOs with support from the PDAs and the Program MEGO. Baseline data collected in these surveys to measure progress and change against Program indicators will include:

- number of GoV staff competent to support participatory planning processes;
- number of people in participating households migrating seasonally for work;
- participant perception of their empowerment;
- participant perception of their livelihood;
- proportion of secondary school aged youth attending secondary school;
- child malnutrition indicators from DOLISA and GSO statistics for Quang Ngai;
- participant perception of their household income; and
- participant perception of sustainability.

The poverty benchmark will be the DOLISA 2001-2005 poverty line in the commune. There are quality concerns with this benchmark, and we are discussing alternatives with the World Bank, but for the time being the DOLISA benchmark is the most practical benchmark available. To help verify and quality assure the DOLISA data, DDOs will use PRA tools such as wealth ranking with participating households in the first step of the PPP. In this way, household livelihood, income and poverty benchmarks will be set for each participating household on entry to the commune by the Program's PPP process. Capacity building baselines for individual staff will be set through training needs analysis. The comparison of staff profiles over the duration of the Program will indicate the changes in thinking in terms of the use of participatory approaches to poverty reduction, and instances of its use outside the Program.

3.4 Roles and responsibilities for data collection

The Australian Team Leader and senior Participatory Development Advisor will oversee day-to-day implementation of the monitoring and evaluation plan. Household, district and commune data will be collected through participatory processes facilitated by locally engaged DDOs. DDOs and the MEGO will collect perception data using goal attainment scaling tools presented in Annex 4. The MEGO, with support from the PDAs and MEA will process and analyse these data.

A short-term MEA will support these activities and build local capacity in a Vietnamese Monitoring and Evaluation/GIS Officer based in the PMU and DPI/DARD counterparts assigned to the MEGO. The MEGO and counterparts will be responsible for working with PDAs and DDOs and their counterparts to collect monitoring and evaluation and GIS data. Primary data will be collected in the field by participants, DDOs and service providers contracted to implement activity demonstrations using recording sheets generated by the databases. These data will be entered into replicates of the database in each District location and regularly sent to the MEGO by disk or email to update the central databases. The MEGO will manage the central databases and take primary responsibility for analysing the data, generating customised reports from the databases and supporting modelling work being conducted by the PDAs and DDOs using data in the M&E system. The MEGO will receive support from the senior PDA and the Monitoring and Evaluation Adviser throughout Phase 2. DPI counterparts from DPI and DARD as well as the Program CBO and MEA will verify institutional data such as GoV staff competencies and capacity building.

The proposed roles and responsibilities for monitoring and evaluation of outputs and outcomes, management and implementation activities are presented in detail for each indicator in the Users Guide to Program Indicators presented in Annex 2 and in the output, management and activity schedules presented in Annex 3.

3.5 Program monitoring schedules

Monitoring and evaluation schedules for outputs and outcomes, management and activities (example for 2003) are presented in Annex 3. This presents the logframe reference, indicator, means of verification, collection responsibility, reporting tools and frequency of measurement and reporting for each indicator used to monitor and report on the Program.

4 Data processing, storage and communication

4.1 Data entry

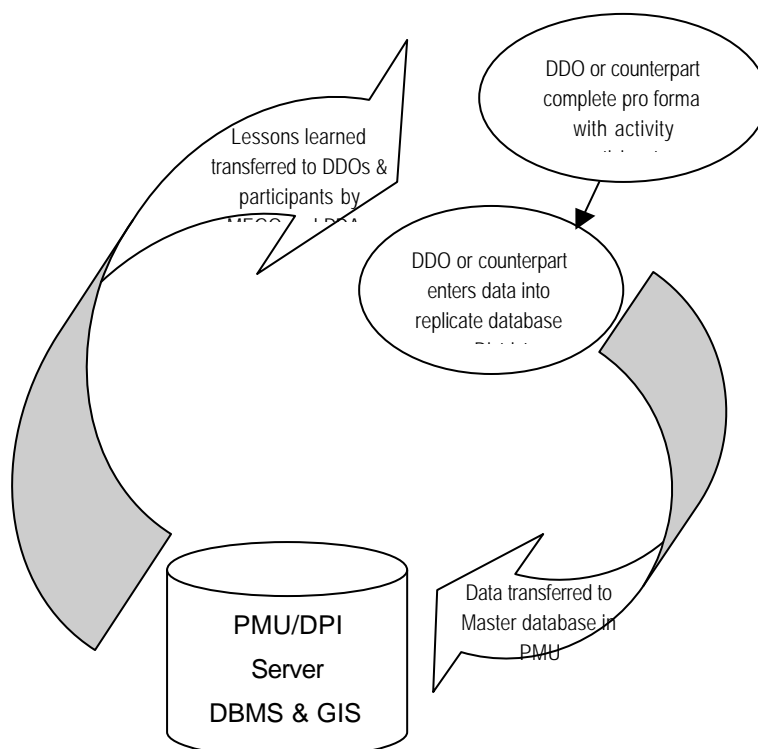
4.1.1 Quantitative data

DDOs and their counterparts, with support from PDAs and the MEGO, will enter quantitative primary data from PPP workshop outputs and other program activities (for example demonstrations, workshops, credit groups, commune infrastructure) onto pro forma sheets generated from the database. Data on these pro formas will be entered into District computers by DDOs and their counterparts. The pro forma data recording sheets will be taken from the data entry fields of the database. These data will be consolidated in the PMU databases by electronic transfer using email wherever possible or weekly downloading via disk where telephone connections are unreliable. This relationship is presented schematically in Chart 7.

HH Group and Activity Group participants complete pro forma records (in Vietnamese – see Annex 4 for examples) of activities on a regular basis – daily for livestock activities, weekly for agricultural and infrastructure activities and periodically immediately after training and planning activities. DDOs and their counterparts will collect these completed pro formas and enter the data into the database management system.

The MEGO, with support from the MEA and PDAs will assure the quality of quantitative data entry.

Chart 7: Schematic arrangements for data processing & storage



4.1.2 Qualitative data

Qualitative primary data from PPP activities and goal attainment scaling (GAS) will be systematically entered into the database management system by the MEGO and DDOs with support from their counterparts. Pro forma sheets will be completed by participants, and the frequency of scores entered into the database and spatially referenced to enable analysis in the database and GIS.

Priority problems identified by participating households in problem census meetings will be entered into the database management system both qualitatively (as text) and as codified records. This will be done by DDOs with support from their counterparts. Codification of qualitative data will use the pro forma coding system presented in Annex 4. This will be reviewed annually to ensure that it is still relevant – with any modifications being additional to current codes to ensure continuity.

GAS data will be collected with pro formas (see Annex 4) by participants working with DDOs and used to measure the four participant perception indicators.

Other qualitative data such as records of informal activities and minutes of formal meetings will be kept in PMU and district files using the ISO9001 certified data filing system employed by the Program. The MEGO will analyse these data for management and progress reports and enter summary codified data into the database to confirm inputs as outlined in the management schedule presented in Annex 3.

4.2 Data analysis

Primary data entered into the database management system will be analysed in two ways:

- automatic queries of primary data to generate customised graphical and spatial reports for monitoring and evaluation; and
- manual queries of primary data to generate case studies, modelling information and special reports to meet particular management or monitoring and evaluation needs.

The MEGO, with support from MEA and ATL, will have primary responsibility for data analysis to support Program monitoring and evaluation. Accordingly data analysis will primarily be done centrally in the PMU. PDAs and their counterparts will support the MEGO and ATL in this work. Regular reporting required by the Scope of Services will be generated by the MEGO in consultation with the ATL, PDAs and their counterparts.

Primary data collected in the database management system and GIS will also be used for modelling and case studies to inform management decisions and analyse options identified by participants through the PPP. This analysis is not formally a part of the monitoring and evaluation plan, but it relies on data collected as part of the plan.

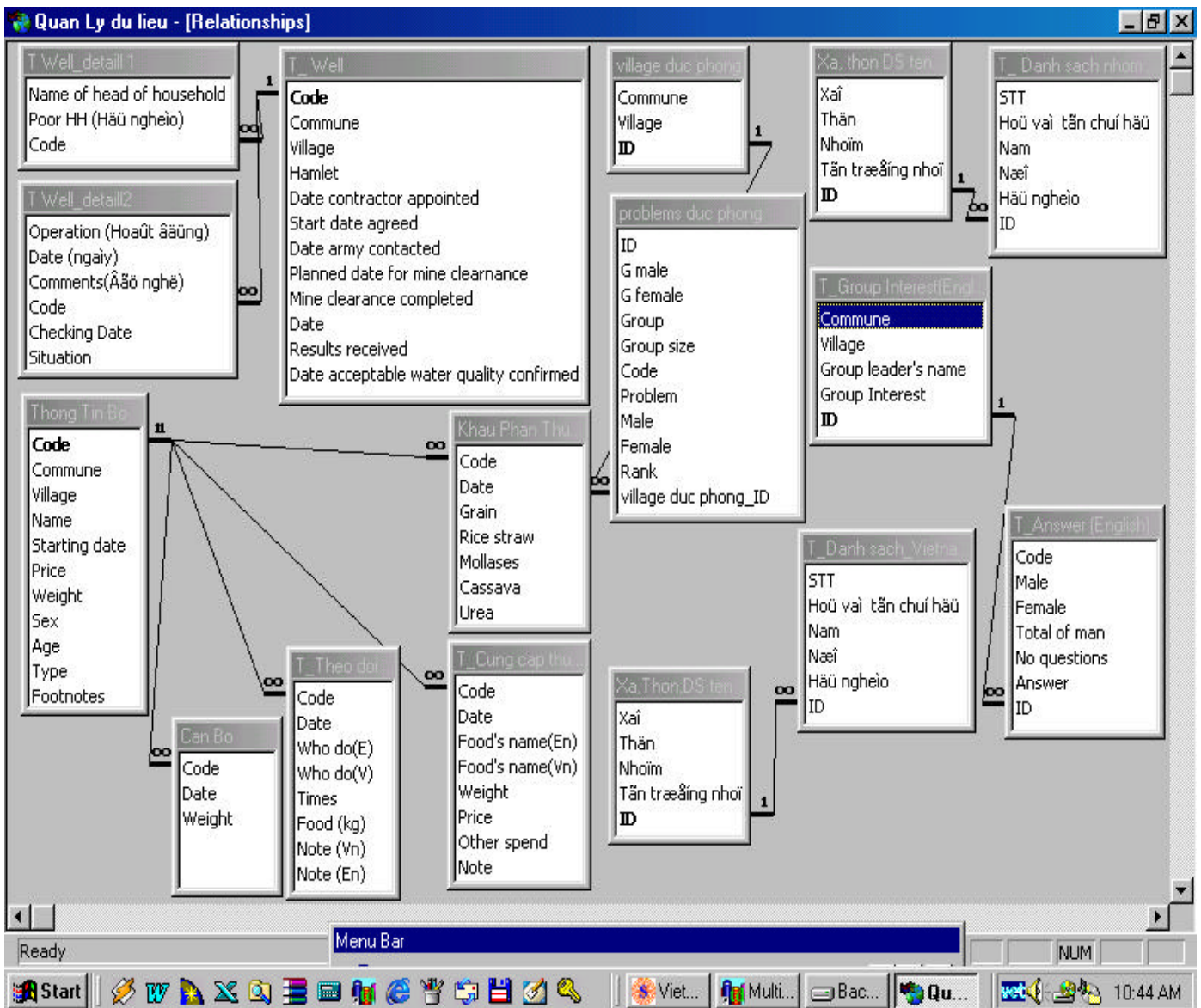
4.3 Data storage

Data will be stored in a relational database prepared in Access XP and MSDE with an Access data entry format; and in a GIS using ArcGIS and related spatial analysis software. An example

of the database relationships used for storage of data is presented in Chart 8. All database fields will be in Vietnamese and all database labels will be in both Vietnamese and English. The database and GIS systems are easily modified in Viet Nam to account for changes as the Program evolves, and use software that is freely available in Viet Nam. The system is centrally located in the PMU and will be backed up onto tapes daily. Backup tapes will be held in the PMU safe for secure storage.

The MEGO, with support from the ATL, is responsible for data storage and security. All Program staff and counterparts will have access to data stored in the database management system and GIS, but only the ATL, PDAs, and MEGO will have administrator rights to the system. This means that records are transparent and accessible within a secure system.

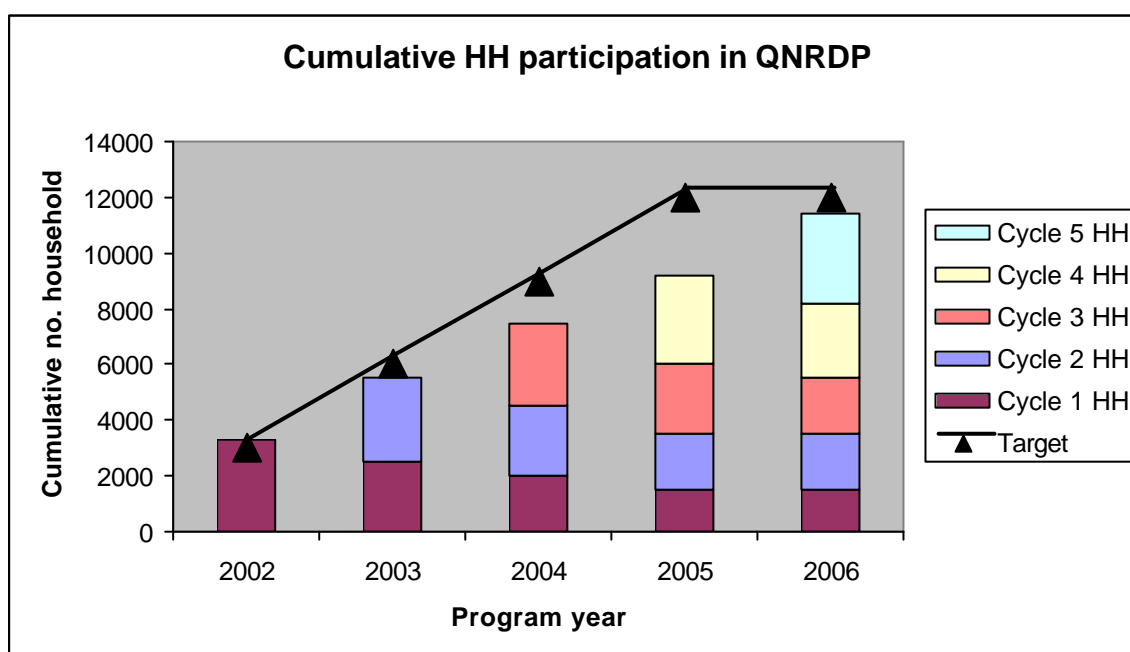
Chart 8: Example of database relationships



4.4 Data communication

Monitoring and evaluation systems are most useful when the data they contain is used to generate information that is communicated in such a way that it influences Program management to enable a process of continuous improvement, whilst also supporting accountability and reporting. We propose to use graphical and spatial presentation tools to communicate data monthly (management reports to PMU and activity groups), 6-monthly (progress reports) and annually (progress reports and AOP). An example of graphical communication of data is presented in Chart 9. In addition to communicating data “upwards” to GoV counterparts and AusAID, data will also be communicated “downwards” to activity groups and DDOs. Graphical presentation tools will be particularly used to assist Activity Groups with monitoring of their activities against budget and planned performance.

Chart 9: Example of graphical data communication



Graphical tools designed to communicate progress with Activity Groups will be presented in Vietnamese and finalised in consultation with selected participants to ensure that the presentations used are effective.

In addition, the monitoring and evaluation system may produce case studies or customised reports that enable Program staff to present opportunities for investment by non-Program sources of funds such as other bilateral agencies, NGOs and multilateral banks.

5 Human resources for monitoring & evaluation

5.1 Roles and responsibilities for monitoring & evaluation

Most Program stakeholders have roles and responsibilities in the monitoring and evaluation plan:

- **Participants** – household participants will contribute primary data during implementation of the PPP and will also use monitoring and evaluation pro formas to collect primary data from activities implemented by activity funds and HH groups.
- **Communist Party Committees** – members of CPCs in each commune will contribute to baseline HH and socio-economic data as well as primary data on household poverty. CPCs will use analysed data to identify and learn lessons that will inform adaptive management of HH selection and Program management activities at a commune scale.
- **District Development Officers** – DDOs and their counterparts will support participants in their collection of primary data relating to PPP, demonstrations and implementation activities. They and their counterparts will enter primary data collected by participants into the database system. They and their counterparts will also help communicate analysed data to participants and use the analyses to identify and learn lessons that will inform adaptive management of PPP, demonstrations and implementation activities. DDOs will contribute to capacity building of HH participants and CPC members in necessary monitoring and evaluation skills.
- **Participatory Development Advisers** – PDAs will support DDOs and their counterparts in collection of primary data. They will use data in the monitoring and evaluation system for modelling and case studies to inform management decisions. They will also use the analyses to lead identification and learning of lessons that will inform adaptive management of PPP, demonstrations and implementation activities. PDAs will contribute to capacity building of DDOs and CPC members in necessary monitoring and evaluation skills.
- **Monitoring & Evaluation/GIS Officer** – the MEGO has prime responsibility for operation of the database management system and GIS. He and his counterparts will be supported in this by the ATL and MEA. He will quality assure primary data collection and entry by DDOs and others, and take responsibility for maintaining and securing the database and GIS systems. He and his counterparts will generate customised reports in accordance with output, management and activity schedules, as well as support the preparation of case studies and models in partnership with other Program staff. He will work with the ATL and MEA to use analyses of data for monitoring and evaluation of the Program.
- **Capacity Building and Infrastructure/Environment Officers** – CBO and IEO and their counterparts will support collection of primary data for the training and capacity building databases by participants in capacity building and infrastructure activities. They and their counterparts will enter primary data collected by participants into the database system. They and their counterparts will also help communicate analysed data to participants and use the analyses to identify and learn lessons that will inform adaptive management of capacity building and infrastructure activities. The CBO and her counterparts will lead capacity building of HH participants and CPC members in necessary monitoring and evaluation skills with support from other Program staff.

- **Australian and Vietnamese Team Leaders** – the ATL and VTL will oversee operation of the monitoring and evaluation database management system and GIS. They will support the MEGO in data analysis and interpretation and lead the identification and learning of lessons that will inform adaptive management of the Program and its strategic direction.
- **M&E Adviser** – the MEA will mentor the MEGO and oversee the strategic implementation of the monitoring and evaluation system. There are insufficient resources for him to have an active role in day-to-day monitoring but he will actively contribute to systematic review of the database management system and GIS and the quality of progress and annual reports generated by it.
- **Counterparts** – program counterparts are integral to the successful operation of the monitoring and evaluation system. Capacity building in monitoring and evaluation skills is a focus for all counterparts to ensure that they are able to contribute to the operation of the system and use information it generates for adaptive management. During Phase 2 we plan to build strong partnerships for joint operation of the monitoring and evaluation system by year 4. During Phase 3 counterparts would gradually take over responsibility for day-to-day operation of the system.
- **Other** – other stakeholders such as GoV staff, Provincial leaders and potential or actual investment partners will make use of information and reports generated by the monitoring and evaluation system. The ATL and VTL will lead communication of reports and case studies to these stakeholders, and build their confidence in, and reliance upon, information from the system.

5.2 Competencies required for monitoring team

The core monitoring and evaluation team in Quang Ngai includes MEGO, DDOs, CBO, IEO, and their counterparts. Each member of the team should have the following core monitoring and evaluation competencies, against which their existing skills will be assessed to identify gaps and design competency-based training and capacity building.

Team Member	Core Monitoring & Evaluation Competencies
MEGO and counterparts	<ul style="list-style-type: none"> · Operation management and servicing of relational databases · Operation, management and servicing of GIS · Quality assurance and security protocols for database and GIS systems · Generation of customised reports from primary data in database and GIS · Use of goal attainment scaling (GAS) techniques and analysis of GAS data · Management of qualitative data using codification and scaling techniques · Interpretation of information to identify trends and lessons learned · Effective communication of information to all stakeholders
DDOs and their counterparts	<ul style="list-style-type: none"> · Design and use of participatory data collection tools · Use of data collection tools to monitor participatory development · Data entry and storage using quality and security protocols · Data ownership, transparency, privacy and security · Communication of monitoring information to participants & other stakeholders
CBO & IEO and their counterparts	<ul style="list-style-type: none"> · Design and use of participatory data collection tools · Use of data collection tools to monitor participatory development · Specialised data collection tools for capacity building activities · Data entry and storage using quality and security protocols · Data ownership, transparency, privacy and security · Communication of monitoring information to participants & other stakeholders · Attracting non-Program investment in commune infrastructure with monitoring reports

5.3 Capacity building required for monitoring team

Following discussions with the ATL and PDA, as well as PMU staff, the following capacity building needs are identified to ensure that team members have the competencies required to perform their roles and responsibilities.

Team Member	Capacity Building Needs
MEGO and his counterpart	<ul style="list-style-type: none">· GIS management and servicing (ArcMap and ArcInfo software specialists)· Database management and servicing (Access/MSDE software specialists)· Data security and backup systems (MEA, ATL)· Communication and reporting to stakeholders (MEA and PDA)· Use of goal attainment scaling (GAS) techniques and analysis of GAS data (MEA)· Use and management of qualitative data (MEA, PDA, ATL)· Data analysis and interpretation (MEA, PDA, ATL)· Time management and sustainable work habits (PDA, ATL)· Principles of data ownership, transparency, privacy and security (MEA, ATL)
DDOs and their counterparts	<ul style="list-style-type: none">· Use of data collection pro formas and other tools (MEGO, MEA, PDA)· Data entry and basic computer skills training (local specialist computer trainers)· Data security and transfer protocols (MEGO, PDA)· Principles of data ownership, transparency, privacy and security (MEA, ATL)· Communication and reporting to stakeholders (MEGO, MEA and PDA)· Identifying and using lessons learned from monitoring data (MEGO, MEA and PDA)
CBO & IEO and their counterparts	<ul style="list-style-type: none">· Use of data collection pro formas and other tools (MEGO, MEA, PDA)· Development of data collection pro formas for capacity building (MEGO, MEA)· Data entry and basic computer skills training (local specialist computer trainers)· Data security and transfer protocols (MEGO, PDA)· Principles of data ownership, transparency, privacy and security (MEA, ATL)· Communication and reporting to stakeholders (MEGO, MEA and PDA)· Identifying and using lessons learned from monitoring data (MEGO, MEA and PDA)· Using monitoring data to attracting non-Program investment for commune infrastructure

6 Reporting

6.1 Customised reporting tools

The database management system and GIS used for monitoring and evaluation of QNRDP is designed to store and retrieve primary data collected in the field by participants and project teams. Queries and relational database tools enable these primary data to be presented in a variety of ways to meet different needs. The need for reporting to AusAID and GoV will be met by customised reporting tools that query primary data and present information relevant to each report. Much of this information will be generated by customised reporting routines written into the database. Reports required in the scope of services are:

- Annual operating plan
- Progress reports – annual and six-monthly including KRAs
- Case studies
- Structured consultation
- PCC and PSC reports

An example of a 6-monthly progress report, generated from primary data collected during Phase 1 and stored in the interim database management system, is presented in Annex 7.

6.2 Annual Operating Plan

The preparation of the Program's Annual Operating Plan (AOP) is the first step in the process of Program monitoring. To fit AusAID and GoV budget cycles, an annual progress report to support the AOP will be prepared in April each year.

The AOP will specify inputs to be used and outputs to be achieved in the plan year, based on the logframe presented in Annex 1, the priorities identified by participants in the PPP, and targeted outputs in the PDD. It will also specify the inputs (resources and costs) needed to undertake a schedule of activities to achieve the specified output targets. The achievement of the output targets, the undertaking of the activities and the use of inputs will all be monitored, as in the schedules in Annex 3, and reported using the format of the 6-monthly progress report. Lessons learned from the annual progress report will be reflected in the AOP for the subsequent year.

6.3 Progress reports

Progress reports will be presented six monthly (in October) and annually (in April). These will be the most important monitoring tool used by external stakeholders. Progress reports will be presented against Logframe outputs and use the Program indicators in the logframe and output schedule (Annex 3) as well as activity indicators in the Activity Schedule (Annex 3). Progress reports will also report against Program KRAs.

It is proposed that progress reports use the table of contents presented in Chart 10 and make use of simple matrices such as those presented in Chart 11 and Chart 12 to summarise progress. An example of a Pro Forma Progress Report is presented in Annex 7.

Chart 10: Proposed table of contents for progress reports

1	Main events since last report	<ul style="list-style-type: none"> Summary of inputs actually delivered over last 6 months presented in tabular format with graphical and spatial presentation where it adds value by Logframe output
2	Output progress and issues	<ul style="list-style-type: none"> Summary of household, commune, training and activity database records presented graphically and spatially by Logframe output Linkage of outputs with Program KRAs Brief interpretation of these outputs Identification of any issues resulting from the interpretation
3	Activity progress and issues	<ul style="list-style-type: none"> Summary of activity database records presented graphically and spatially to show actual progress against AOP target/plan Brief interpretation of these activities Identification of any issues resulting from the interpretation
4	Lessons learned and recommendations	<ul style="list-style-type: none"> Lessons learned during past 6 months Interpretation of lessons Recommendations for future implementation
5	Planned activities for next period	<ul style="list-style-type: none"> Summary of inputs planned for next 6 months presented in tabular format with graphical and spatial presentation where it adds value by Logframe output
6	Information and attachments	<ul style="list-style-type: none"> Examples of information or documentary outputs produced in past 6 months Photographs of activities Other information demonstrating impact of implementation
	Annexes	<ul style="list-style-type: none"> Any information or documentation needed to support progress report

Chart 11: Proposed matrix for reporting output progress

Milestone	Scope	Verifiable indicator	Due Date	Progress	KRA

Chart 12: Proposed matrix for reporting activity progress

Component & output reference number	Logframe activity number & description	Description of activities	Progress	Issues

6.4 Reporting to participants

Monitoring and evaluation systems are most useful when they are used to generate information that is communicated to all participants. As detailed in Section 4.4, we propose to use graphical and spatial presentation tools to communicate data monthly (management reports to PMU and activity groups), 6-monthly (progress reports) and annually (progress reports and AOP). An example of graphical communication of data is presented in Chart 9. In addition to communicating data “upwards” to GoV counterparts and AusAID, data will also be communicated “downwards” to activity groups and DDOs. Graphical presentation tools will be particularly used to assist Activity Groups with monitoring of their activities against budget and planned performance.

6.5 Case studies and structured consultation

Specific case studies and structured consultations may be conducted to add value to other Program activities. The ATL will determine when case studies are required and direct project staff and their counterparts to prepare them. Case studies may be useful for special issues such as household changes resulting from adoption of particular program activities or having access to program resources. Case studies may also be a mechanism for validating GSO data in Quang Ngai Province or specific districts. Similarly, a case study may be required to validate DOLISA poverty data to determine the real poverty profiles in participating communes.

If implemented, case studies will be reported as stand alone documents. These may be special reports from short-term advisers or studies conducted by PDAs and DDOs. Where these studies have relevance to monitoring and evaluation, they will be appended to progress reports or presented separately at PCC and PSC meetings.

If progress reports identify particular issues or opportunities that need further monitoring investigation, these may be addressed with case studies or structured consultation to inform adaptive management.

6.6 PCC & PSC meetings

Given the amount of information generated by a Program of this size, the plan is for PCC and PSC meetings to use existing progress reports – highlighting particular data or information to support the agenda of each meeting. If particular issues on the meeting agenda require specific information, this could be presented as a case study or special report generated manually from primary data held in the database management system and GIS.

6.7 Management reports

In addition to reports for AusAID and GoV stakeholders, we will produce internal management reports that compare planned (budget) and actual delivery of inputs set out in the activity plans of each annual operating plan. These will be produced monthly as graphs and tabular data to inform adaptive management decisions by the AMC, as outlined in the Management Schedule presented in Annex 3.

7 Specifications for M&E database and GIS

The database is designed to house, analyse and present monitoring and evaluation information for QNRDP. It has been written using Microsoft Access software. Microsoft Access was chosen for its simplicity of use and because it is widely accepted and understood by Vietnamese database users and programmers.

The database represents the “front end” interface that users see when entering, editing or retrieving data. A “back end” has also been created for the database, using MSDE (Microsoft Database Engine) software and it is here that monitoring and evaluation data are actually stored. The database works by querying fields for any data transaction.

The decision to separate database user interface and data storage suits the design of QNRDP itself – where most of the users (the DDOs, their counterparts and institutional participants at commune and district scales) are not physically located in the project office or Provincial centre. Users must therefore be able to add, edit and retrieve data remotely by accessing or communicating with a central data storage point. This is the database “back end” which is located in Quang Ngai – currently in the project office but eventually in DPI. This is presented in Chart 7. Having one central data storage point ensures reliability and enables effective quality assurance by the MEGO and PDA. It also ensure security through regular backups and database maintenance.

The Access front end and MSDE back end master versions have been programmed in English. Front end copies have been made in an identical structure to the master but using Vietnamese. A character set that understands both English and Vietnamese has been used in all databases so that queries are seamless between the Vietnamese front end and the English back end. This is particularly important for sustainability since it will enable all stakeholders to use the database after QNRDP is completed.

The front end database is designed to have four main components:

- **Participants** – for information about participants at all scales relevant to the Program including community and institutional stakeholders at individual, household, commune, village, and district scales. These units are referred to throughout the database and provide the basis for spatial reporting of results in the GIS.
- **Group work** – for all information regarding workshops, meetings, and other groupings that are formed as part of the Program such as PPP meetings, activity groups, credit groups and capacity building groups.
- **Activities implemented** – for all the detailed data surrounding the implementation of Program activities, as detailed in each annual operating plan. These data include for example stock weights, prices and feed rations; or number of wells constructed, buildings planned or commune infrastructure completed.
- **Targets** – the quantitative and qualitative targets established in each annual operating plan for all activities and indicators that will be reported against in QNRDP. These are reviewed at the beginning of each annual reporting cycle and automatically compared with actual results for reporting purposes.

The information in each component links with other information in the database through defined relationships. These relationships allow detailed queries to be run that draw out specific information as required by the database operator. These relationships are illustrated in Chart 8.

Annex 1

Logical framework

Annex 1: Logical framework

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
	<p>GOAL: To contribute to rural development, governance and poverty reduction in Quang Ngai (QN) Province.</p>			<ul style="list-style-type: none"> • That macroeconomic conditions enable continued growth in Viet Nam. • That political and social conditions enable attainment of the Goal.
	<p>PURPOSE: To empower poor households (HHs) in selected communes in QN Province to improve livelihoods sustainably through increased incomes within the risk framework of poor people.</p>	<ul style="list-style-type: none"> • Proportion of participating HH within DOLISA definition of “poor households”. • Cumulative no. HH participating in repeat planning cycles. Trends in participant perception of their empowerment and livelihood. • Proportion of HH adopting demonstrated technical packages. • Trend in reported real HH income in participating Communes. Trends in child malnutrition indicators. • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Proportion of HH groups graduating to prepare annual plans independently. 	<ul style="list-style-type: none"> • DOLISA data and initial HH surveys in program databases. • Program HH and activity databases. • Perception surveys conducted as part of planning process. • Program HH and activity database and selected field verification. • HH surveys conducted as part of planning process and annual GoV statistics. • Program activity and local govt databases. • Program HH and activity database and GoV records. 	<ul style="list-style-type: none"> • That DOLISA data is objectively and consistently interpreted. • That empowerment results from participation in Program. • That there is a desire by stakeholders for empowerment. • That participants accurately report trends in change of HH income, even if the actual amount is inaccurate. • That GoV allows more than one source of funds in a commune. • That GoV supports participatory planning process to plan development investments.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
C1	Household Initiated Rural Income Generation			
	<p>Component Objective: To assist HHs improve existing, and adopt new, income generating activities both on and off farm within the resources they are prepared to commit, in order to:</p> <ul style="list-style-type: none"> – use assets more productively; – adopt modern technology and techniques; – diversify their income base; and – support the opportunistic development of micro enterprises. 	<ul style="list-style-type: none"> • Trend in reported real HH income in participating Communes. • Change in size of Activity Funds managed by Program participants. • Proportion of HH groups graduating to prepare annual plans independently. • Proportion of secondary-school aged youth attending secondary school. • Proportion of HH adopting demonstrated technical packages. • Cumulative no. HH participating in repeat planning cycles. • Proportion of commune HH participating in planning processes. • No. demonstrations implemented by type and location. 	<ul style="list-style-type: none"> • Program HH and activity databases and records. • DOLISA data from census and other statistical collections. • GoV data. 	<ul style="list-style-type: none"> • That there is timely and ongoing access to HHs and relevant GoV data. • That participants accurately report trends in change of HH income, even if the actual amount is inaccurate.
Outputs:				
1.1	Stakeholders' have the capacity to actively participate in activity planning processes.	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles. • Trends in participant perception of sustainability. • No. GoV staff meeting capacity criteria to support participatory planning processes. 	<ul style="list-style-type: none"> • Program HH and activity databases and records. • Perception surveys conducted as part of planning process. • Training/Capacity Building database. 	<ul style="list-style-type: none"> • That stakeholders perceive benefits in developing capacity to participate. • That service providers are prepared and able to become actively involved in the PPP.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
1.2	Stakeholders with capacity to plan appropriate income generating activities considering technical, gender, and environmental issues; as well as off-farm income generating options and identify sources of funding for financial shortfalls.	<ul style="list-style-type: none"> • Proportion of commune HH participating in planning processes. • Proportion of HH groups graduating to prepare annual plans independently. • No. activity plans prepared and funded.No. GoV staff meeting capacity criteria to support participatory planning processes.Proportion of participating HH graduating to institutional credit. 	<ul style="list-style-type: none"> • Program databases and records of PC/PA/PS meetings. • Activity plans prepared with HH and recorded at PMU and Commune. • Activity data base. • Training data base. • HH and activity data bases. 	<ul style="list-style-type: none"> • That stakeholders perceive benefits in developing activity plans. • That economic environment continues to provide opportunities for development.
1.3	Stakeholders with capacity to implement income generating and remunerative activities that add to livelihood diversity, stimulate the service sector, and make use of appropriate technology, financial management and sources of credit.	<ul style="list-style-type: none"> • No. of demonstrations implemented by type and location. • Proportion of HH adopting demonstrated technical packages. • Location and extent of adopted technical packages. • No. of women's health models implemented. • Trend in reported real HH income in participating Communes. • Proportion of participating HH defaulting on Activity Fund repayments.No. of people in participating HH migrating seasonally for work and duration of absence. 	<ul style="list-style-type: none"> • Program HH and activity databases and records of demonstrations with selected field verification. • Implementation records of activity plans prepared with HH and recorded at PMU and Commune. • HH surveys conducted as part of planning process and annual GoV statistics. • Activity fund records and HH surveys conducted as part of planning process. • HH database. 	<ul style="list-style-type: none"> • That funded activities are environmentally sustainable, & gender neutral. • That CPCs will assist in the formation of activity funds. • That funds built up are fully used for eligible program activities and not misappropriated. • That the market and prices for commodities supported under the Program, is not over supplied and severe fluctuations in price are avoided. • That HH Groups with Activity Funds are cohesive with a common purpose.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
1.4	Stakeholders learn lessons from implementation and reflect these in subsequent annual activity plans prepared by them.	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles. • Trend in reported real HH income in participating Communes. • Trends in participant perception of their HH income.No. of people in participating HH migrating seasonally for work and duration of absence.Trends in child malnutrition indicators. • Proportion of HH groups graduating to prepare annual plans independently. • No. non-program communes adopting participatory planning process for development investment.Activity Fund default rate. 	<ul style="list-style-type: none"> • Program HH and activity database, reports and case studies. • HH surveys conducted as part of planning process and annual GoV statistics. • Perception and social surveys conducted as part of planning process. • GoV statistics and HH data base. • Program HH and activity database, reports and case studies. • GoV records. • Activity fund records and HH surveys conducted as part of planning process. 	<ul style="list-style-type: none"> • That participants accurately report trends in change of HH income, even if the actual amount is inaccurate. • That past planning and management experiences do not unduly restrain the pace of absorption of PPP principles and techniques.
C2	Commune Based Rural Infrastructure Construction			
	Component Objective: To contribute to the identification, funding, construction and maintenance of small scale community driven commune level infrastructure that enhances livelihood and facilitates income generation.	<ul style="list-style-type: none"> • Location and extent of commune infrastructure constructed. • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds. • Trends in participant perception of their livelihood. 	<ul style="list-style-type: none"> • Program records (mapping & activity databases). • Program records (activity database). • Records received from other funders of infrastructure. • Perception surveys conducted as part of planning process. 	<ul style="list-style-type: none"> • That GoV allows more than one source of funds in a commune. • That there is community participation and resource contribution. • That other investors will be attracted and able to fund commune infrastructure. • That there is an enabling bureaucratic framework.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
Outputs:				
2.1	Small scale commune infrastructure planned and implemented.	<ul style="list-style-type: none"> • Location and extent of commune infrastructure constructed. • No. of women's health models implemented. 	<ul style="list-style-type: none"> • Program records (mapping & activity databases). • HH and GoV data bases. 	<ul style="list-style-type: none"> • That communities honour their commitments to provide inputs to implement the approved structures.
2.2	Small scale commune infrastructure operated and maintained.	<ul style="list-style-type: none"> • Proportion of commune infrastructure supported by Program reported operable & maintained. • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds. • Proportion of Activity Plan implementation budgets sourced from participants. 	<ul style="list-style-type: none"> • Program records (PMU submissions and approval process). • Commune and Activity databases and funder records. • Activity, HH & Commune databases. 	<ul style="list-style-type: none"> • That communities will honour their commitments to on-going O&M. • That other investors will be attracted and able to fund commune infrastructure plans & O&M. • That there is an enabling bureaucratic framework.
2.3	Stakeholders learn lessons from implementation, operation and maintenance of small scale infrastructure and reflect them in subsequent infrastructure plans.	<ul style="list-style-type: none"> • Trends in participant perception of their livelihood. • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds. • Proportion of Activity Plan implementation budgets sourced from participants. • Proportion of Activity Plan implementation budgets sourced outside Program funds. 	<ul style="list-style-type: none"> • Perception surveys conducted as part of planning process. • Program records (activity database). • Activity and HH data base. • Records received from other funders of infrastructure. 	<ul style="list-style-type: none"> • That Program databases are accurately maintained. • That there is an enabling bureaucratic framework. • That commune infrastructure contributes to improved livelihoods for participants.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
C3	Commune, District and Province Capacity Building			
	<p>Component Objective: To increase the capacity of Government staff and other potential service providers to contribute to meeting the Program planning and implementation needs articulated in participatory plans by poor rural communities at provincial, district and commune levels.</p>	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles. • No. GoV staff meeting capacity criteria to support participatory planning processes. • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds. • No. non-program communes adopting participatory planning process for development investment. • Change in size of Activity Funds managed by Program participants. • Proportion of Activity Plan implementation budgets sourced from participants. 	<ul style="list-style-type: none"> • Perception surveys conducted as part of planning process. • GoV records and training program results held by PMU. • Program records (activity database). • Activity fund records and HH surveys conducted as part of planning process. • GoV information. • Activity and HH data base. • Activity and HH data base. 	<ul style="list-style-type: none"> • That community stakeholders actively participate. • That other investors will be attracted and able to fund commune infrastructure. • That there is an enabling bureaucratic framework. • That Program capacity building is focused on Program delivery.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
Outputs:				
3.1	Government staff and other potential service providers with the capacity and motivation to actively support Program participatory planning and activity implementation by HH Groups and Communes.	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles. • Proportion of commune HH participating in planning processes. • No. GoV staff meeting capacity criteria to support participatory planning processes. • No. non-program communes adopting participatory planning process for development investment. 	<ul style="list-style-type: none"> • Program records and activity and HH databases. • HH data base and GoV statistics. • GoV records and training program results held by PMU. • GoV records. 	<ul style="list-style-type: none"> • That other investors will be attracted and able to fund commune infrastructure. • That there is an enabling bureaucratic framework.
3.2	Government staff and other service providers participating in the Program have the capacity to identify and attract non-Program funding and other resources to respond to demands in activity plans prepared with poor rural communities.	<ul style="list-style-type: none"> • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds. • Proportion of Capacity Building budgets sourced outside Program funds. • Change in size of Activity Funds managed by Program participants. • No. non-program communes adopting participatory planning process for development investment. 	<ul style="list-style-type: none"> • GoV records, Program records (activity and training databases). • GoV records, Activity fund records and HH surveys conducted as part of planning process. • GoV records held by PMU. • Activity and HH data bases. • GoV records. 	<ul style="list-style-type: none"> • That there is an enabling bureaucratic framework. • That other investors will be attracted and able to fund activities in participatory action plans developed through the Program.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
C4	Program Management, Monitoring and Evaluation			
	<p>Component Objective: To manage, monitor and evaluate implementation of the Program efficiently and effectively.</p>	<ul style="list-style-type: none"> • Program implemented in accordance with schedule of contracted milestones. • Trend in reported real HH income in participating Communes. • Trends in participant perception of their HH income. • Proportion of participating HH within DOLISA definition of “poor households”. • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Trends in participant perception of their livelihood. • Trends in participant perception of their empowerment to improve their livelihoods. • Trends in participant perception of sustainability. 	<ul style="list-style-type: none"> • Program contractual records maintained by AusAID & AMC. • AMC progress reports & annual plans. • Program records (household and commune databases). • Perception surveys conducted as part of planning process. • GoV records held by PMU. • Program records (activity database). • Activity database. • Perception surveys conducted as part of planning process. 	<ul style="list-style-type: none"> • That there is an enabling bureaucratic framework. • That other investors will be attracted and able to fund activities in participatory action plans developed through the Program. • That consultants' with appropriate skills remain with the Program long enough to facilitate sustainable change. • That the Program remains focussed on rural development, governance and poverty reduction. • That the PPC appoints and supports full time counterpart staff as the GoV contribution to the PMU.
Outputs:				
4.1	Program delivered successfully on schedule within budget.	<ul style="list-style-type: none"> • Program implemented in accordance with schedule of contracted milestones. • Proportion of participating HH within DOLISA definition of “poor households”. • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Trends in participant perception of their livelihood. • Trends in participant perception of their empowerment. 	<ul style="list-style-type: none"> • Program reports and databases. 	<ul style="list-style-type: none"> • That there is an enabling bureaucratic framework. • That other investors will be attracted and able to fund activities in participatory action plans developed through the Program. • That the PPC appoints and supports full time counterpart staff as the GoV contribution to the PMU.

Code	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
4.2	GoV counterparts at National, Provincial, District and Commune scales have ownership in the Program and actively co-direct implementation.	<ul style="list-style-type: none"> • Program implemented in accordance with schedule of contracted milestones. • Change in size of Activity Funds managed by Program participants. • No. non-program communes adopting participatory planning process for development investment. • Proportion of Activity Plan implementation budgets sourced outside Program funds. • Trends in participant perception of their empowerment. 	<ul style="list-style-type: none"> • GoV records held by PMU. • Program records (activity database). • Activity database. 	<ul style="list-style-type: none"> • That there is an enabling bureaucratic framework. • That other investors will be attracted and able to fund activities in participatory action plans developed through the Program. • That the PPC appoints and supports full time counterpart staff as the GoV contribution to the PMU.

Annex 2

Users guide to program indicators

QUANG NGAI RURAL DEVELOPMENT PROGRAM (QNRDP) - PHASE 2

Program Indicator Guidelines



VIET NAM-AUSTRALIA

Prepared for

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Acronyms

AMC	Australian Management Contractor
AusAID	Australian Agency for International Development
CPC	Commune People's Committee
DARD	Department of Agriculture and Rural Development
DDO	District Development Officer
DOLISA	Department of Labour, Invalids and Social Affairs
DPI	Department of Planning and Investment
GIS	Geographical Information System
GoV	Government of Vietnam
HH	Household
KRA	Key Results Areas (AusAID)
M&E	Monitoring and Evaluation
MEGO	Monitoring & Evaluation/GIS Officer
MOLISA	Ministry of Labour, Invalids and Social Affairs
NGO	Non Government Organisation
O&M	Operations and Maintenance
PPP	Participatory Planning Process
QNRDP	Quang Ngai Rural Development Program
SSCD	Scoping Studies Common Dossier
TOR	Terms of Reference
USD	United States Dollar
VND	Vietnamese Dong

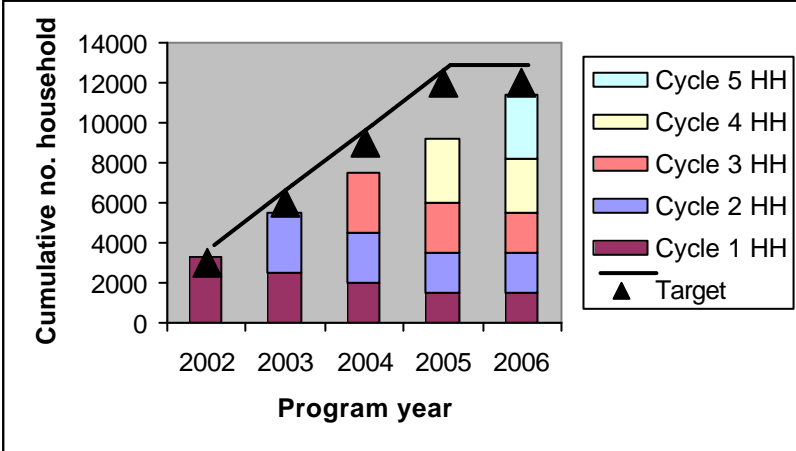
Summary

These program indicator guidelines are designed to provide Program staff and counterparts with detailed information for each indicator presented in Charts 4 and 5 of the Monitoring and Evaluation Plan. The indicators, and their relationship to the key result areas for QNRDP, are summarised in the following chart.

Key Result Area	Leading Indicators	Lagging Indicators
Empowerment	<ul style="list-style-type: none"> • Cumulative no. HH participating in repeat planning cycles • Proportion of commune HH participating in planning processes • No. activity plans prepared and funded • No. GoV staff meeting capacity criteria to support participatory planning processes 	<ul style="list-style-type: none"> • Trends in participant perception of their empowerment • No. non-program communes adopting participatory planning process for development investment
Improve livelihoods	<ul style="list-style-type: none"> • Proportion of participating HH within DOLISA definition of “poor households” • Location and extent of commune infrastructure constructed • Proportion of commune infrastructure supported by Program reported operable & maintained • Proportion of HH adopting demonstrated technical packages • No. of women’s health models implemented • No. of people in participating HH migrating seasonally for work 	<ul style="list-style-type: none"> • Trends in participant perception of their livelihood • Proportion of secondary-school aged youth attending secondary school • Trends in child malnutrition indicators
Increased incomes	<ul style="list-style-type: none"> • Proportion of participating HH defaulting on Activity Fund repayments • No. of demonstrations implemented by type and location • Location and extent of adopted technical packages 	<ul style="list-style-type: none"> • Trend in reported real HH income in participating Communes • Trends in participant perception of their HH income • Change in size of Activity Funds managed by Program participants
Sustainability	<ul style="list-style-type: none"> • Proportion of Activity Plan implementation budgets sourced outside Program funds • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds • Proportion of Capacity Building budgets sourced outside Program funds • Proportion of participating HH graduating to institutional credit 	<ul style="list-style-type: none"> • Trends in participant perception of sustainability • Proportion of HH groups graduating to prepare annual plans independently • Proportion of Activity Plan implementation budgets sourced from participants

1 Leading indicators

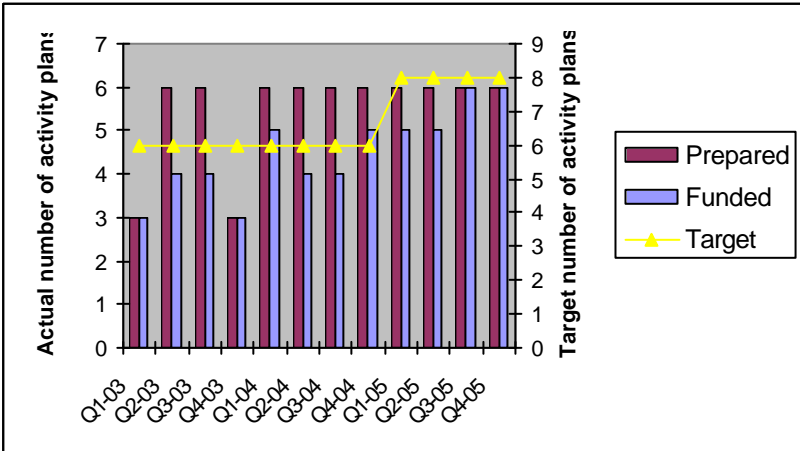
1.1 Cumulative number HH participating in PPP

INDICATOR	CUMULATIVE NO. HH PARTICIPATING IN REPEAT PLANNING CYCLES																																																
Why is it measured?	Contributes to reporting against empowerment and sustainability Program key result areas. Also used to report against AusAID key result areas including: promote effective governance; build effective partnerships; and promote gender equity. If HH participants choose to invest their time and energy in successive planning cycles it suggests that they feel empowered by the experience and expect to benefit from it. Repeated adoption of the PPP suggests that it will become used sustainably as the Program develops.																																																
Benchmark	The cumulative number of HH participating in repeat planning cycles should increase over time.																																																
Target	>50% of initially participating HH continue with repeat planning cycles in subsequent years.																																																
Who will measure it?	DDOs and MEGO, supervised by PDA and MEA, with support from Program counterparts																																																
How will it be measured?	<p>▲ = HH participating in planning cycles (yes/no answer for HH records, data sourced by DDO's and AMC staff from HH via PPP, data entered in HH dbase and summed via a query for entry in Commune dbase for the relevant Commune)</p> <ul style="list-style-type: none"> • Basic scale of data collection is by commune. Aggregate up to district and program • Also record date of measurement (dd-mm-yy), name of HH Group, Village and Commune to which HH belongs. • Also record gender of HH leader and participants (male / female). 																																																
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																																																
How to report/present?	<p>Time series (Cumulative number vs time [can also be disaggregated by gender])</p>  <table border="1" data-bbox="560 1330 1358 1778"> <caption>Estimated data from the chart</caption> <thead> <tr> <th>Program year</th> <th>Cycle 1 HH</th> <th>Cycle 2 HH</th> <th>Cycle 3 HH</th> <th>Cycle 4 HH</th> <th>Cycle 5 HH</th> <th>Total Cumulative HH</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2002</td> <td>2000</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>2000</td> <td>3000</td> </tr> <tr> <td>2003</td> <td>2500</td> <td>2500</td> <td>0</td> <td>0</td> <td>0</td> <td>5000</td> <td>6000</td> </tr> <tr> <td>2004</td> <td>2000</td> <td>2500</td> <td>3000</td> <td>0</td> <td>0</td> <td>7500</td> <td>9000</td> </tr> <tr> <td>2005</td> <td>1500</td> <td>2000</td> <td>2500</td> <td>3500</td> <td>0</td> <td>9500</td> <td>12000</td> </tr> <tr> <td>2006</td> <td>1500</td> <td>2000</td> <td>2000</td> <td>3000</td> <td>3500</td> <td>12000</td> <td>13000</td> </tr> </tbody> </table>	Program year	Cycle 1 HH	Cycle 2 HH	Cycle 3 HH	Cycle 4 HH	Cycle 5 HH	Total Cumulative HH	Target	2002	2000	0	0	0	0	2000	3000	2003	2500	2500	0	0	0	5000	6000	2004	2000	2500	3000	0	0	7500	9000	2005	1500	2000	2500	3500	0	9500	12000	2006	1500	2000	2000	3000	3500	12000	13000
Program year	Cycle 1 HH	Cycle 2 HH	Cycle 3 HH	Cycle 4 HH	Cycle 5 HH	Total Cumulative HH	Target																																										
2002	2000	0	0	0	0	2000	3000																																										
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2005	1500	2000	2500	3500	0	9500	12000																																										
2006	1500	2000	2000	3000	3500	12000	13000																																										
Assumptions	Population immigration or emigration is not a significant factor. HH is the basic unit of participation in the program. Total HH from CPC are accurate and up to date. Seasonal migration has no net effect on 'participation' of a HH.																																																
Standards	HH is as defined by CPC.																																																

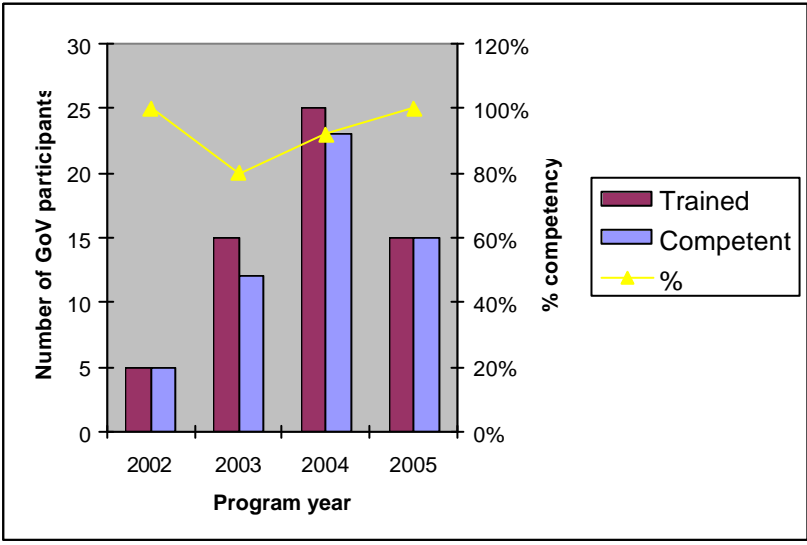
1.2 Proportion commune HH participating in PPP

INDICATOR	PROPORTION OF COMMUNE HH PARTICIPATING IN PLANNING PROCESSES												
Why is it measured?	A leading indicator that helps report against the empowerment Program key result area in each commune. Also used to report against AusAID key result areas including: promote effective governance; build effective partnerships; and promote gender equity. Over time this indicator will show the level of program participation and highlight any variation between communes and districts that would give early warning for management interventions.												
Benchmark	> 50% of poor households in a commune												
Target	1000 HH per commune or 50% of poor households in commune over time (which ever is greater)												
Who will measure it?	DDOs and MEGO, supervised by PDA and MEA, with support from CPCs												
How will it be measured?	<p>A = Number of HH participating in planning activities (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = Number of HH in each commune in most recent year (# data sourced by DDO's and AMC staff from CPC's via PPP, entered in Commune dbase)</p> <p>C = Involvement of commune in QNRDP (yes/no answer recorded by AMC on entering commune info in Commune dbase, mostly completed on new communes entering program, data entered and numbers totalled in Commune dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100] \%$ • Basic scale is by commune, aggregate to district • Also record date of measurement (dd-mm-yy) • Also record gender of HH leader and participants (male / female). 												
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year												
How to report/present?	Graphical time series (% by time [can also be disaggregated by gender]) <div style="text-align: center;"> <table border="1" style="margin: 10px auto;"> <caption>Data for Proportion participating HH defined as "poor"</caption> <thead> <tr> <th>Program year</th> <th>% HH defined poor by DOLISA</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>43</td> </tr> <tr> <td>2004</td> <td>48</td> </tr> <tr> <td>2005</td> <td>55</td> </tr> <tr> <td>2006</td> <td>58</td> </tr> <tr> <td>Target</td> <td>50</td> </tr> </tbody> </table> </div>	Program year	% HH defined poor by DOLISA	2003	43	2004	48	2005	55	2006	58	Target	50
Program year	% HH defined poor by DOLISA												
2003	43												
2004	48												
2005	55												
2006	58												
Target	50												
Assumptions	HH is the basic unit of participation in the program. Total HH from CPC are accurate and up to date. Seasonal migration has no net effect on 'participation' of a HH.												
Standards	HH is as defined by CPC.												

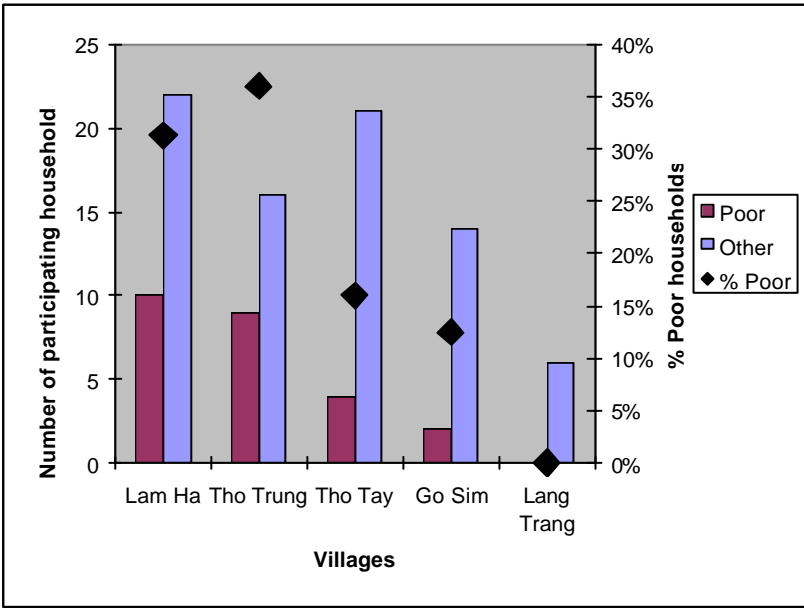
1.3 Number of activity plans prepared & funded

INDICATOR	NUMBER OF ACTIVITY PLANS PREPARED AND FUNDED																																																				
Why is it measured?	This indicator helps report against the empowerment Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; provide essential infrastructure; maximise environmental sustainability; build effective partnerships; and promote gender equity. Activity plans are the first tangible output from the participatory planning process and as such are a leading indicator of program activity.																																																				
Benchmark	Increasing numbers of plans are prepared and funded																																																				
Target	There is no specific target for this indicator																																																				
Who will measure it?	MEGO with support from DDOs and PDA																																																				
How will it be measured?	<p>A = # of activity plans prepared (# data sourced by DDO's from HH/village/CPC feedback via activity planning process, entered in Activity dbase)</p> <p>B = # of activity plans funded (# data sourced by AMC/DDO's from funding decision processes, entered in Activity dbase)</p> <p>C = Location of HH, HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> Indicator expressed as those records that match the above criteria. Proportion statistic (if req'd) is (A/B) expressed as % Basic scale of data collection is the scale for which activity plans are prepared (HH group, village or commune). This will be different for income generation and infrastructure activity plans. Also record date of measurement (dd-mm-yy), unique identifier of HH Group, Village and/or Commune to which Activity belongs 'Activities' are defined by AMC system 																																																				
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																																																				
How to report/present?	<p>Time series (# vs time) Spatial map (blocks shaded according to Hi/Low range of numbers – blocks defined by the scale of data collection – see above)</p>  <table border="1" data-bbox="560 1379 1362 1827"> <caption>Actual number of activity plans prepared and funded (Estimated from chart)</caption> <thead> <tr> <th>Quarter</th> <th>Prepared</th> <th>Funded</th> <th>Target</th> </tr> </thead> <tbody> <tr><td>Q1-03</td><td>3</td><td>3</td><td>4.5</td></tr> <tr><td>Q2-03</td><td>6</td><td>4</td><td>4.5</td></tr> <tr><td>Q3-03</td><td>6</td><td>4</td><td>4.5</td></tr> <tr><td>Q4-03</td><td>3</td><td>3</td><td>4.5</td></tr> <tr><td>Q1-04</td><td>6</td><td>5</td><td>4.5</td></tr> <tr><td>Q2-04</td><td>6</td><td>4</td><td>4.5</td></tr> <tr><td>Q3-04</td><td>6</td><td>4</td><td>4.5</td></tr> <tr><td>Q4-04</td><td>6</td><td>5</td><td>4.5</td></tr> <tr><td>Q1-05</td><td>6</td><td>5</td><td>6.5</td></tr> <tr><td>Q2-05</td><td>6</td><td>5</td><td>6.5</td></tr> <tr><td>Q3-05</td><td>6</td><td>6</td><td>6.5</td></tr> <tr><td>Q4-05</td><td>6</td><td>6</td><td>6.5</td></tr> </tbody> </table>	Quarter	Prepared	Funded	Target	Q1-03	3	3	4.5	Q2-03	6	4	4.5	Q3-03	6	4	4.5	Q4-03	3	3	4.5	Q1-04	6	5	4.5	Q2-04	6	4	4.5	Q3-04	6	4	4.5	Q4-04	6	5	4.5	Q1-05	6	5	6.5	Q2-05	6	5	6.5	Q3-05	6	6	6.5	Q4-05	6	6	6.5
Quarter	Prepared	Funded	Target																																																		
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Q2-05	6	5	6.5																																																		
Q3-05	6	6	6.5																																																		
Q4-05	6	6	6.5																																																		
Assumptions	Activity planning is a valid leading indicator of poverty reduction. Funded activity plans are implemented to the extent planned.																																																				
Standards	AMC decision criteria for funding applications.																																																				

1.4 No. GoV staff meeting PPP competency criteria

INDICATOR	NUMBER OF GoV STAFF MEETING CAPACITY/COMPETENCY CRITERIA TO SUPPORT PARTICIPATORY PLANNING PROCESSES																				
Why is it measured?	This indicator helps report against the empowerment Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; build effective partnerships and promote gender equity. It recognises that GoV staff and counterparts participating in the Program can also be empowered by activities. The scale of Program activities will increase rapidly during Phase 2 and this will increase the demand for competent support services from GoV staff.																				
Benchmark	Number of GoV staff meeting competency criteria to support PPP increases with time.																				
Target	All participating staff meet capacity criteria by end Phase 2.																				
Who will measure it?	MEGO and CBA, guided by PDA, with support from counterpart agencies																				
How will it be measured?	<p>A = # of staff undertaking training in competency/capacity criteria required to support PPP (# data sourced by AMC from training records, entered in CB dbase)</p> <p>B = # of staff meeting capacity/competency criteria required to support PPP (# data sourced by AMC from training evaluation records, entered in CB dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(B/A) \times 100] \%$ • Scale of data collection varies from commune to district staff and will also include provincial staff. • Also record date of measurement (dd-mm-yy), and the Activity, CPC, DPC or PCP to which the numbers relate to. • Also record gender of HH leader and participants (male / female). • 'Capacity/competency criteria' are defined by AMC system 																				
Frequency of measurement	At the end of each period of training, or regularly throughout the program—most likely once per year																				
How to report/present?	<p>Time series (# trained (A) and # meeting criteria (B) and % vs time)</p>  <table border="1" data-bbox="560 1229 1369 1771"> <caption>Data for Figure: Number of GoV participants trained and competent, and % competency (2002-2005)</caption> <thead> <tr> <th>Program year</th> <th>Trained (A)</th> <th>Competent (B)</th> <th>% competency</th> </tr> </thead> <tbody> <tr> <td>2002</td> <td>5</td> <td>5</td> <td>100%</td> </tr> <tr> <td>2003</td> <td>15</td> <td>12</td> <td>80%</td> </tr> <tr> <td>2004</td> <td>25</td> <td>23</td> <td>92%</td> </tr> <tr> <td>2005</td> <td>15</td> <td>15</td> <td>100%</td> </tr> </tbody> </table>	Program year	Trained (A)	Competent (B)	% competency	2002	5	5	100%	2003	15	12	80%	2004	25	23	92%	2005	15	15	100%
Program year	Trained (A)	Competent (B)	% competency																		
2002	5	5	100%																		
2003	15	12	80%																		
2004	25	23	92%																		
2005	15	15	100%																		
Assumptions	Staff meeting criteria is a valid estimate of the number and quality of staff actually contributing to the PPP.																				
Standards	Capacity and competency criteria established for supporting PPP.																				

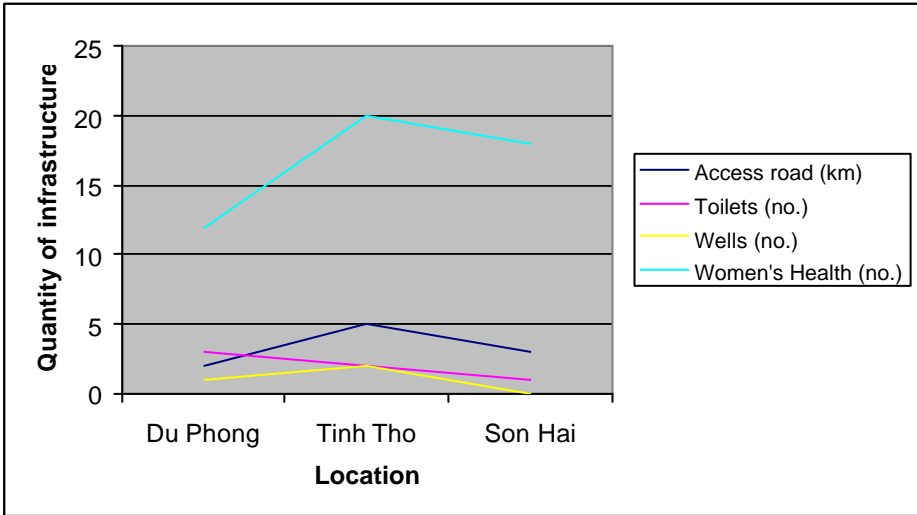
1.5 Proportion participating HH defined as poor

INDICATOR	PROPORTION OF PARTICIPATING HH WITHIN DOLISA DEFINITION OF “POOR HOUSEHOLDS”
Why is it measured?	A leading indicator that helps report against the improved livelihoods Program key result area in each commune. Also used to report against AusAID key result areas including improve agricultural and rural development and promote gender equity. Over time this indicator will highlight the focus on poor households and highlight any variation between communes and districts that would give early warning for management interventions.
Benchmark	>60% of participating HH meet DOLISA criteria for poor households.
Target	>80% of participating HH meet DOLISA criteria for poor households.
Who will measure it?	DDOs and MEGO, supervised by PDA and MEA, with support from CPCs and DOLISA
How will it be measured?	<p>A = HH meeting DOLISA criteria participating in planning activities (yes/no answer for HH records, data sourced by DDO’s and AMC staff from CPC’s and initial HH survey for PPP, entered in HH dbase)</p> <p>B = HH participating in planning activities (yes/no answer for HH records, data sourced by DDO’s and AMC staff from HH via PPP, entered in HH dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100] \%$ • Basic scale of data collection is by commune. Aggregate up to district • Also record date of measurement (dd-mm-yy) • Also record gender of HH leader and participants (male / female).
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months
How to report/present?	<p>Time series (proportion vs time, with disaggregation by gender if required)</p> 
Assumptions	DOLISA criteria is a valid indicator of poor. Estimate of HH meeting DOLISA criteria is accurate and up to date (can change significantly between seasons).
Standards	DOLISA criteria for poor households is the definition of poor.

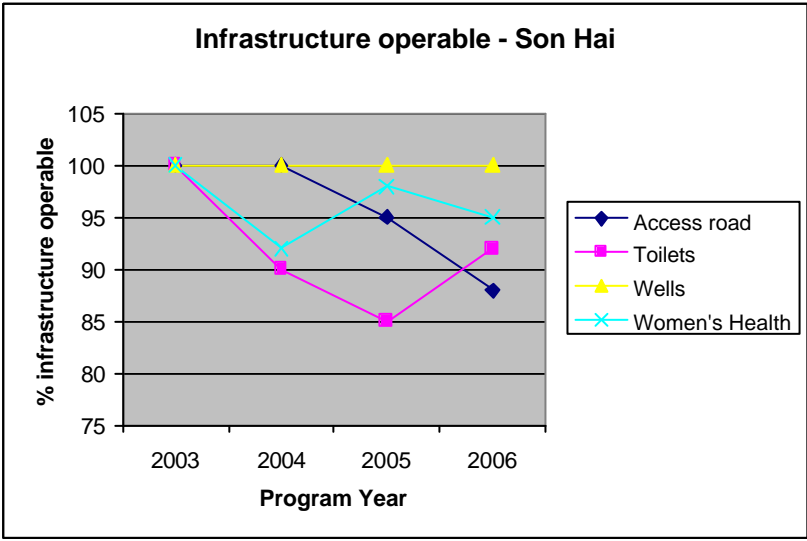
1.6 No. demonstrations implemented by type & location

INDICATOR	NUMBER OF DEMONSTRATIONS IMPLEMENTED BY TYPE AND LOCATION																								
Why is it measured?	This is a leading indicator used to report against the improved livelihood and increased incomes Program key result areas. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; maximise environmental sustainability; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that the underlying driver of adoption is demonstrations of technical packages that solve priority problems identified by participants and within the Program mandate.																								
Benchmark	The number of demonstrations implemented should increase over time and their location should become more diffuse within Quang Ngai over time.																								
Target	There is no specific target for this indicator.																								
Who will measure it?	DDOs and participants with support from MEGO, PDAs and Program counterparts																								
How will it be measured?	<p>A = Activity Phase (eg, demonstration, expansion, graduation) (name data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>B = Activity Type (eg, pigs, cattle, goats, etc...) (Type data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>C = Activity Location (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS via activity planning process, entered in Activity dbase)</p> <ul style="list-style-type: none"> • # of demos by type and location calculated by summing those activity records that match the above criteria • Also record date of measurement (dd-mm-yy) • Also record number & gender of participants (#male / #female). • Basic scale of data collection is by commune. Aggregate up to district and then Program and Province. 																								
Frequency of measurement	Regularly over the course of the program or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																								
How to report/present?	<p>Table (# for particular types for a given location)</p> <p>Spatial mapping (pie diagrams varying in split (%) and in diameter (#) for particular spatial units at a particular point in time)</p> <table border="1" data-bbox="550 1653 1353 1899"> <thead> <tr> <th></th> <th>Cow</th> <th>Women's Health</th> <th>Sanitation</th> <th>Wells & bores</th> <th>Poultry</th> </tr> </thead> <tbody> <tr> <td>Duc Phong</td> <td>4</td> <td>1</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Tinh Tho</td> <td>5</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Son Hai</td> <td></td> <td></td> <td></td> <td>3</td> <td></td> </tr> </tbody> </table>		Cow	Women's Health	Sanitation	Wells & bores	Poultry	Duc Phong	4	1	1			Tinh Tho	5					Son Hai				3	
	Cow	Women's Health	Sanitation	Wells & bores	Poultry																				
Duc Phong	4	1	1																						
Tinh Tho	5																								
Son Hai				3																					
Assumptions	That demonstrated technical packages improve livelihoods and increase incomes for poor households and that participants will adopt them through activity funds and other program approaches.																								
Standards	QNRDP definitions for demonstration types. GIS spatial locators as defined by the GIS system.																								

1.7 Location & extent of commune infrastructure constructed

INDICATOR	LOCATION AND EXTENT OF COMMUNE INFRASTRUCTURE CONSTRUCTED																				
Why is it measured?	This is a leading indicator used to report against the improved livelihood Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; provide essential infrastructure; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that commune infrastructure constructed can have a significant impact on livelihoods where it solves priority problems identified by participants and within the Program mandate.																				
Benchmark	The extent of commune infrastructure should increase over time and its location should become more diffuse within Quang Ngai over time.																				
Target	There is no specific target for this indicator.																				
Who will measure it?	IEO, DDOs and participants with support from MEGO, PDAs and Program counterparts																				
How will it be measured?	<p>A = Activity Type (eg, bridge, well, road, etc...) (Type data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>B = Activity Location (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS via activity planning process, entered in Activity dbase)</p> <p>C = Activity Extent (point and/or raster data sourced (generated) by data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <ul style="list-style-type: none"> • "Extent" determined by "numbers of points" or spatial location of infrastructure constructed. • # of data calculated by summing those activity records that match the above criteria • Basic scale of data collection is by commune. Aggregate up to district and Program scales. • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	Regularly over the course of the program or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																				
How to report/present?	<p>Time series (extent vs time for particular types for a given location)</p> <p>Spatial mapping of location and extent of infrastructure constructed at a particular point in time – cumulative over time with past years' extent recorded in addition to newly constructed infrastructure.</p>  <table border="1"> <caption>Data from Infrastructure Quantity Graph</caption> <thead> <tr> <th>Location</th> <th>Access road (km)</th> <th>Toilets (no.)</th> <th>Wells (no.)</th> <th>Women's Health (no.)</th> </tr> </thead> <tbody> <tr> <td>Du Phong</td> <td>2</td> <td>3</td> <td>1</td> <td>12</td> </tr> <tr> <td>Tinh Tho</td> <td>5</td> <td>2</td> <td>2</td> <td>20</td> </tr> <tr> <td>Son Hai</td> <td>3</td> <td>1</td> <td>0</td> <td>18</td> </tr> </tbody> </table>	Location	Access road (km)	Toilets (no.)	Wells (no.)	Women's Health (no.)	Du Phong	2	3	1	12	Tinh Tho	5	2	2	20	Son Hai	3	1	0	18
Location	Access road (km)	Toilets (no.)	Wells (no.)	Women's Health (no.)																	
Du Phong	2	3	1	12																	
Tinh Tho	5	2	2	20																	
Son Hai	3	1	0	18																	
Assumptions	Infrastructure data recorded by DDOs and Activity Groups is accurate.																				
Standards	Definition of infrastructure and units for measurement are those specified by Program in Activity Plans.																				

1.8 Proportion commune infrastructure operable & maintained

INDICATOR	PROPORTION OF COMMUNE INFRASTRUCTURE SUPPORTED BY PROGRAM REPORTED OPERABLE AND MAINTAINED																									
Why is it measured?	This indicator reports on the improved livelihood Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; provide essential infrastructure; build effective partnerships; deliver Australia’s aid program with excellence; and promote gender equity. It recognises that infrastructure must be operated and maintained if it is to contribute to sustainable livelihoods. Equally, if infrastructure is not operated or maintained it needs to be identified early to enable corrective management interventions.																									
Benchmark	>80% of Program infrastructure is operable and maintained.																									
Target	100% of Program infrastructure is operable and maintained.																									
Who will measure it?	Participants and IEO, DDOs with support from MEGO, PDAs and Program counterparts																									
How will it be measured?	<p>A = Number of activities by type (eg, bridge, well, road, etc...) (Type data sourced by AMC and DDO’s from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>B = Number of activities operable and maintained (split into 2 fields) (yes/no answer sourced by AMC and DDO’s from normal record keeping via activity planning process or perception surveys, entered in Activity dbase)</p> <ul style="list-style-type: none"> • Proportion calculated by $[(B/A) \times 100]\%$ • Basic scale of data collection is by commune. Aggregate up to district and Program scales. • Also record date of measurement (dd-mm-yy) 																									
Frequency of measurement	Regularly over the course of the program or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																									
How to report/present?	<p>Time series by commune location (% vs time)</p>  <table border="1"> <caption>Infrastructure operable - Son Hai</caption> <thead> <tr> <th>Program Year</th> <th>Access road</th> <th>Toilets</th> <th>Wells</th> <th>Women's Health</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>100</td> <td>100</td> <td>100</td> <td>100</td> </tr> <tr> <td>2004</td> <td>100</td> <td>90</td> <td>100</td> <td>92</td> </tr> <tr> <td>2005</td> <td>95</td> <td>85</td> <td>100</td> <td>98</td> </tr> <tr> <td>2006</td> <td>88</td> <td>92</td> <td>100</td> <td>95</td> </tr> </tbody> </table>	Program Year	Access road	Toilets	Wells	Women's Health	2003	100	100	100	100	2004	100	90	100	92	2005	95	85	100	98	2006	88	92	100	95
Program Year	Access road	Toilets	Wells	Women's Health																						
2003	100	100	100	100																						
2004	100	90	100	92																						
2005	95	85	100	98																						
2006	88	92	100	95																						
Assumptions	DDOs and participants are able to identify whether or not infrastructure is operable.																									
Standards	“operable” and “maintained” are as defined by AMC.																									

1.9 Proportion HH adopting demonstrated technical packages

INDICATOR	PROPORTION OF HH ADOPTING DEMONSTRATED TECHNICAL PACKAGES																								
Why is it measured?	This is a leading indicator contributing to reporting of the improved livelihood and increased incomes Program key result areas. Also used to report against AusAID key result areas including improve agricultural and rural development; maximise environmental sustainability; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that adoption of technical packages is likely to result in improved livelihoods and that adoption rates are a useful leading measure of development.																								
Benchmark	>30% of participating households adopt demonstrated technical packages.																								
Target	50% of participating households adopt demonstrated technical packages.																								
Who will measure it?	Participants and DDOs with support from MEGO and PDAs as well as from Program counterparts																								
How will it be measured?	<p>A = Number of participating HH adopting demonstration technical package (numbers by demonstration type) (# data sourced by DDO's and AMC staff from HH via PPP and entered via activity records entered in activity dbase)</p> <p>B = Number of HH in each commune in most recent year participating in QNRDP. (# data sourced by DDO's and AMC staff from CPC's via PPP, entered in HH dbase)</p> <p>C = Location of HH, HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100] \%$ • Basic scale of data collection is by commune. Aggregate up to district • Also record gender of HH leader and participants (male / female). • Also record date of measurement (dd-mm-yy) 																								
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																								
How to report/present?	<p>Graphical time series (% by time for a given location and demonstration, with disaggregation by gender if required)</p> <p>Spatial mapping (shaded blocks representing proportions in each unit)</p> <div data-bbox="560 1272 1442 1809" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">% HH adopting technical packages - Du Phong</p> <table border="1" style="margin-top: 10px;"> <caption>Estimated data from the graph</caption> <thead> <tr> <th>Year</th> <th>Cattle fattening (%)</th> <th>Pig fattening (%)</th> <th>Poultry raising (%)</th> <th>Fodder cropping (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>25</td> <td>35</td> <td>5</td> <td>40</td> <td>50</td> </tr> <tr> <td>2004</td> <td>32</td> <td>40</td> <td>10</td> <td>50</td> <td>50</td> </tr> <tr> <td>2005</td> <td>55</td> <td>48</td> <td>12</td> <td>68</td> <td>50</td> </tr> </tbody> </table> </div>	Year	Cattle fattening (%)	Pig fattening (%)	Poultry raising (%)	Fodder cropping (%)	Target (%)	2003	25	35	5	40	50	2004	32	40	10	50	50	2005	55	48	12	68	50
Year	Cattle fattening (%)	Pig fattening (%)	Poultry raising (%)	Fodder cropping (%)	Target (%)																				
2003	25	35	5	40	50																				
2004	32	40	10	50	50																				
2005	55	48	12	68	50																				
Assumptions	Adoption leads to improved livelihoods.																								
Standards	HH is as defined by CPC																								

1.10 No. women's health models implemented

INDICATOR	NUMBER OF WOMEN'S HEALTH MODELS IMPLEMENTED								
Why is it measured?	This is a leading indicator for reporting against the improved livelihoods Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; provide essential infrastructure; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It indicates change for women's health infrastructure which is an important element of livelihoods for Quang Ngai households.								
Benchmark	The number of women's health models implemented should increase over time.								
Target	There is no specific target for this indicator.								
Who will measure it?	Participants and DDOs with support from MEGO and PDA as well as Program counterparts								
How will it be measured?	<p>A = Number of Women's health models (Type data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>B = Activity Location (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS via activity planning process, entered in Activity dbase)</p> <ul style="list-style-type: none"> • # of data calculated by summing those activity records that match the above criteria • Basic scale of data collection is by commune. Aggregate up to district and Program • Also record date of measurement (dd-mm-yy) 								
Frequency of measurement	Regularly over the course of the program or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months								
How to report/present?	<p>Time series (# vs time for a given location or scale)</p> <p>Spatial mapping (shading relating to # for particular spatial units at a particular point in time)</p> <div data-bbox="560 1361 1362 1809" style="border: 1px solid black; padding: 10px; text-align: center;"> <p>Women's health models - Tinh Tho</p> <table border="1" style="margin: 0 auto;"> <caption>Data for Women's health models - Tinh Tho</caption> <thead> <tr> <th>Program year</th> <th>Number of models implemented</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>2</td> </tr> <tr> <td>2004</td> <td>4</td> </tr> <tr> <td>2005</td> <td>6</td> </tr> </tbody> </table> </div>	Program year	Number of models implemented	2003	2	2004	4	2005	6
Program year	Number of models implemented								
2003	2								
2004	4								
2005	6								
Assumptions	Women's health models are used by women and improve their livelihoods.								
Standards	"Implemented" is as defined by AMC								

1.11 No. people in participating HH migrating for seasonal work

INDICATOR	NUMBER OF PEOPLE IN PARTICIPATING HH MIGRATING SEASONALLY FOR WORK AND DURATION OF ABSENCE																				
Why is it measured?	This is a leading indicator to report against the improved livelihoods Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; build effective partnerships and promote gender equity. It recognises that with improved livelihoods there is a reduced incentive for people to leave for seasonal work and that if they do leave seasonally the duration should decline as livelihoods increase locally.																				
Benchmark	The number of people from participating HH migrating seasonally for work should decrease over time and the duration of their absence should also decrease over time.																				
Target	There is no specific target for this indicator.																				
Who will measure it?	DDOs and MEGO with support from CPCs and Program counterparts																				
How will it be measured?	<p>A = Number of people in participating households migrating seasonally (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = Duration and timing of absence due to migration (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>C = Location of HH, HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • # & duration data calculated by summing those activity records that match the above criteria • Basic scale of data collection is by commune. Aggregate up to district and Program scales. • Also record date of measurement (dd-mm-yy). • Also record gender of migrating workers (male / female). 																				
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																				
How to report/present?	<p>Graphical time series (# and duration by time for a given location)</p> <p>Spatial mapping (pie diagram with split (duration proportion) and radius (#) for each spatial unit at a given point in time)</p> <div data-bbox="560 1435 1366 1879" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Migration trends - Son Hai</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Migration trends - Son Hai Data</caption> <thead> <tr> <th>Program year</th> <th>Participants (%)</th> <th>Non-participants (%)</th> <th>Participants (days)</th> <th>Non-participants (days)</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>25</td> <td>35</td> <td>120</td> <td>125</td> </tr> <tr> <td>2004</td> <td>20</td> <td>35</td> <td>100</td> <td>125</td> </tr> <tr> <td>2005</td> <td>15</td> <td>35</td> <td>80</td> <td>125</td> </tr> </tbody> </table> </div>	Program year	Participants (%)	Non-participants (%)	Participants (days)	Non-participants (days)	2003	25	35	120	125	2004	20	35	100	125	2005	15	35	80	125
Program year	Participants (%)	Non-participants (%)	Participants (days)	Non-participants (days)																	
2003	25	35	120	125																	
2004	20	35	100	125																	
2005	15	35	80	125																	
Assumptions	There are no assumptions for this indicator.																				
Standards	Seasonal migration as defined by participants. HH is as defined by CPC.																				

1.12 Proportion participating HH defaulting activity fund loans

INDICATOR	PROPORTION OF PARTICIPATING HH DEFAULTING ON ACTIVITY FUND REPAYMENTS												
Why is it measured?	This is a leading indicator for the increased income Program key result area. Also used to report against AusAID key result areas including: promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that if activities are successful and participants value the PPP and associated Program inputs they will not default on repayments to the activity funds.												
Benchmark	The proportion of participating HH defaulting on activity fund repayments should decline over time and be less than 15% of the total number of HH participating in a specific activity fund.												
Target	<5% default rate in any activity fund.												
Who will measure it?	Participants and DDOs with support from MEGO and PDAs as well as Program counterparts												
How will it be measured?	<p>A = Number of HH participating in planning activities (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = Number of HH defaulting on repayments to activity fund (data sourced by DDO's and AMC from HH via PPP process or from activity fund accounts via normal record keeping, entered in HH dbase or activity dbase depending on scale of data collection)</p> <p>C = Location of HH, HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • Basic scale of data collection is for households and aggregated to the activity, commune and district scales. • Also record date of measurement (dd-mm-yy) 												
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year												
How to report/present?	<p>Graphical time series (# by time for a given location)</p> <p>Spatial mapping (pie diagram with split (duration proportion) and radius (#) for each spatial unit at a given point in time)</p> <div data-bbox="560 1249 1441 1747" style="border: 1px solid black; padding: 10px; text-align: center;"> <p>Activity fund default rate - Tinh Tho</p> <table border="1" style="margin: 10px auto;"> <caption>Activity fund default rate - Tinh Tho</caption> <thead> <tr> <th>Program year</th> <th>% default</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>12</td> <td>5</td> </tr> <tr> <td>2004</td> <td>7</td> <td>5</td> </tr> <tr> <td>2005</td> <td>4</td> <td>5</td> </tr> </tbody> </table> </div>	Program year	% default	Target	2003	12	5	2004	7	5	2005	4	5
Program year	% default	Target											
2003	12	5											
2004	7	5											
2005	4	5											
Assumptions	HH will not default on activity funds loans unless their income is reduced or threatened.												
Standards	HH is as defined by CPC.												

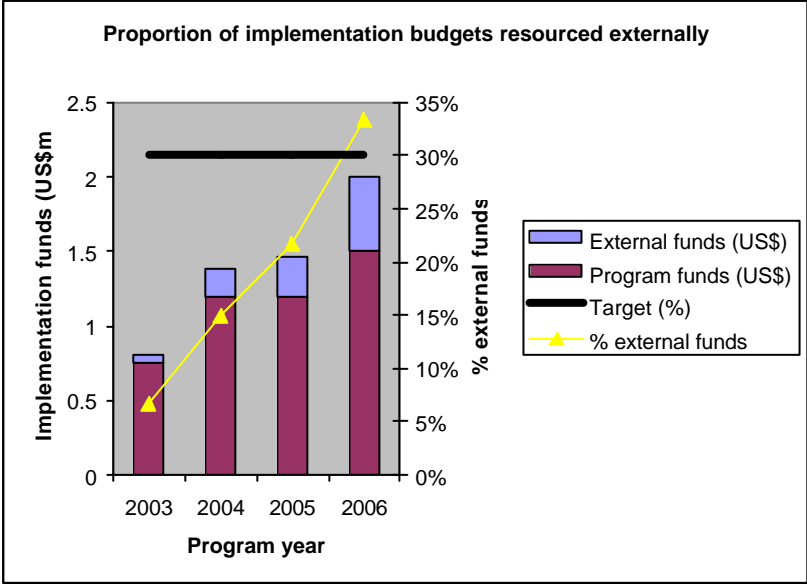
1.13 Location and extent of adopted technical packages

INDICATOR	LOCATION AND EXTENT OF ADOPTED TECHNICAL PACKAGES																								
Why is it measured?	This is a leading indicator of the increased incomes Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; maximise environmental sustainability; deliver Australia's aid program with excellence; and promote gender equity. It identifies where activities are implemented and how much of them have been implemented. This enables the Program to identify early warning signs of failed service delivery as well as areas with growing demand for support services – both of which enable management interventions to be targeted.																								
Benchmark	The extent of adopted technical packages should increase over time and its location should become more diffuse within Quang Ngai over time.																								
Target	There is no specific target for this indicator.																								
Who will measure it?	Participants and DDOs with support from MEGO and PDAs as well as Program counterparts																								
How will it be measured?	<p>A = Activity Type (eg, bridge, well, road, etc...) (Type data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <p>B = Activity Location (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS via activity planning process, entered in Activity dbase)</p> <p>C = Activity Extent (point and/or raster data sourced (generated) by data sourced by AMC and DDO's from normal record keeping via activity planning process, entered in Activity dbase)</p> <ul style="list-style-type: none"> • “Extent” determined by “numbers of points” or spatial location of infrastructure constructed. • # of data calculated by summing those activity records that match the above criteria • Basic scale of data collection is by commune. Aggregate up to district • Also record date of measurement (dd-mm-yy) 																								
Frequency of measurement	Regularly over the course of the program or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																								
How to report/present?	<p>Time series (extent vs time for particular types for a given location)</p> <p>Spatial mapping (pie diagrams varying in split (%) and in diameter (extent) for particular spatial units at a particular point in time)</p> <div data-bbox="560 1451 1369 1944" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Extent of fodder crop production</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Data for Extent of fodder crop production (ha)</caption> <thead> <tr> <th>Village</th> <th>2003</th> <th>2004</th> <th>2005</th> </tr> </thead> <tbody> <tr> <td>Lang Trang</td> <td>11</td> <td>17</td> <td>23</td> </tr> <tr> <td>Go Sim</td> <td>15</td> <td>23</td> <td>29</td> </tr> <tr> <td>Tho Tay</td> <td>5</td> <td>8</td> <td>17</td> </tr> <tr> <td>Tho Trung</td> <td>7</td> <td>13</td> <td>22</td> </tr> <tr> <td>Lam Ha</td> <td>15</td> <td>20</td> <td>22</td> </tr> </tbody> </table> </div>	Village	2003	2004	2005	Lang Trang	11	17	23	Go Sim	15	23	29	Tho Tay	5	8	17	Tho Trung	7	13	22	Lam Ha	15	20	22
Village	2003	2004	2005																						
Lang Trang	11	17	23																						
Go Sim	15	23	29																						
Tho Tay	5	8	17																						
Tho Trung	7	13	22																						
Lam Ha	15	20	22																						
Assumptions	There are no assumptions for this indicator.																								
Standards	Definition of technical packages and units for measurement are those specified by Program in Activity Plans.																								

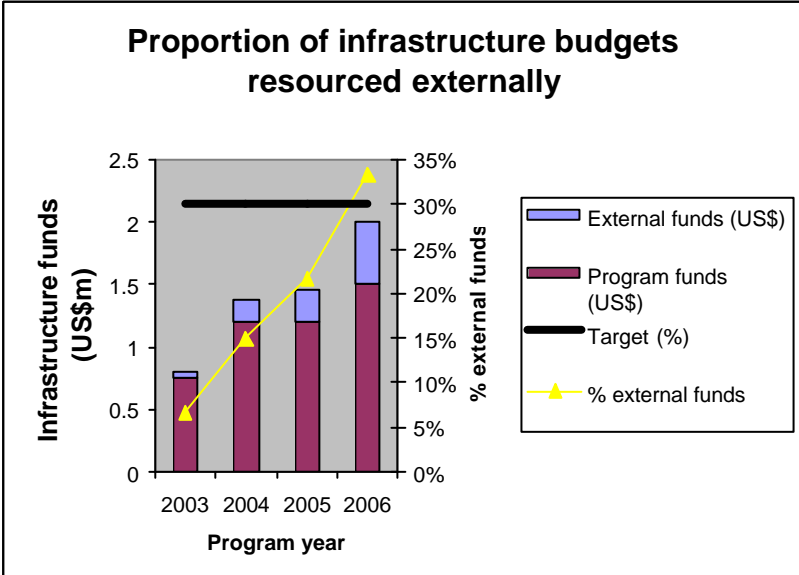
1.14 Proportion participating HH using institutional credit

INDICATOR	PROPORTION OF PARTICIPATING HH GRADUATING TO INSTITUTIONAL CREDIT															
Why is it measured?	This is a leading indicator of increased incomes Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that as HH income rises their capacity to use credit increases as does their credit worthiness. Changes in HH using institutional credit should indicate changes in HH income. By identifying location of these households it is possible to learn lessons to strengthen subsequent Program activities.															
Benchmark	The number of HH graduating to institutional credit should increase with time.															
Target	20% participating HH graduate to institutional credit by the end of Phase 2.															
Who will measure it?	Participants and DDOs with support from MEGO and PDAs as well as Program counterparts															
How will it be measured?	<p>A = Total # of HH groups participating in planning activities (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = # of HH accessing institutional credit (yes/no answer sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>C = Location of HH, HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • Proportion is $[(B/A) \times 100]\%$ • Basic scale of data collection is by commune. Aggregate up to district and Program scales. • Also record gender of HH leader and participants (male / female). • Also record date of measurement (dd-mm-yy) 															
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months															
How to report/present?	<p>Time series (proportion vs time, with disaggregation by gender if required)</p> <p>Spatial mapping (shaded blocks representing locations of participating HH using institutional credit)</p> <div data-bbox="560 1323 1417 1865" style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">HH using institutional credit</p> <table border="1" style="display: none;"> <caption>Data for HH using institutional credit (%)</caption> <thead> <tr> <th>Program year</th> <th>HH using institutional credit (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>3</td> <td>20</td> </tr> <tr> <td>2004</td> <td>8</td> <td>20</td> </tr> <tr> <td>2005</td> <td>15</td> <td>20</td> </tr> <tr> <td>2006</td> <td>21</td> <td>20</td> </tr> </tbody> </table> </div>	Program year	HH using institutional credit (%)	Target (%)	2003	3	20	2004	8	20	2005	15	20	2006	21	20
Program year	HH using institutional credit (%)	Target (%)														
2003	3	20														
2004	8	20														
2005	15	20														
2006	21	20														
Assumptions	That institutional credit is available and that HH will make use of it as their incomes increase.															
Standards	HH is as defined by CPC															

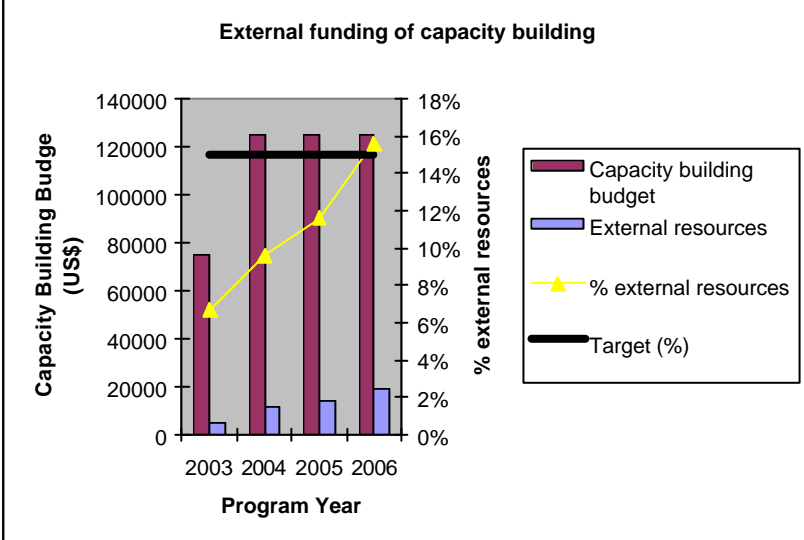
1.15 Proportion implementation budgets sourced externally

INDICATOR	PROPORTION OF ACTIVITY PLAN IMPLEMENTATION BUDGETS SOURCED OUTSIDE PROGRAM FUNDS																									
Why is it measured?	This is a leading indicator to report against the sustainability Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that leverage of QNRDP funds with resources from other donors or GoV is essential for sustainability.																									
Benchmark	The proportion of activity plan implementation budgets sourced from outside program funds increases with time.																									
Target	30% of activity plan implementation budgets are sourced externally by end of Phase 2.																									
Who will measure it?	DDOs with support from MEGO and ATL as well as Program counterparts																									
How will it be measured?	<p>A = Amount of Activity Plan budget sourced from outside Program (data sourced by DDO's and AMC from Activity Plan budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <p>B = Total budget of Activity Plan (data sourced by DDO's and AMC from Activity Plan budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100]\%$ • Basic scale of data collection is by commune, aggregated for the district, and Program scales • Also record date of measurement (dd-mm-yy) 																									
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																									
How to report/present?	<p>Time series (% vs time)</p>  <p>The chart displays two metrics over four years (2003-2006). The left Y-axis represents 'Implementation funds (US\$m)' ranging from 0 to 2.5. The right Y-axis represents '% external funds' ranging from 0% to 35%. The X-axis is 'Program year'. The legend indicates: External funds (US\$) in blue, Program funds (US\$) in maroon, Target (%) as a horizontal black line at 30%, and % external funds as a yellow line with triangles. The total implementation funds (sum of program and external) increase from approximately 0.8 in 2003 to 2.0 in 2006. The percentage of external funds increases from about 5% in 2003 to 35% in 2006, exceeding the 30% target.</p> <table border="1"> <caption>Data extracted from the chart</caption> <thead> <tr> <th>Program year</th> <th>Program funds (US\$m)</th> <th>External funds (US\$m)</th> <th>Total funds (US\$m)</th> <th>% external funds</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>0.8</td> <td>0.0</td> <td>0.8</td> <td>5%</td> </tr> <tr> <td>2004</td> <td>1.2</td> <td>0.2</td> <td>1.4</td> <td>15%</td> </tr> <tr> <td>2005</td> <td>1.2</td> <td>0.3</td> <td>1.5</td> <td>20%</td> </tr> <tr> <td>2006</td> <td>1.5</td> <td>0.5</td> <td>2.0</td> <td>35%</td> </tr> </tbody> </table>	Program year	Program funds (US\$m)	External funds (US\$m)	Total funds (US\$m)	% external funds	2003	0.8	0.0	0.8	5%	2004	1.2	0.2	1.4	15%	2005	1.2	0.3	1.5	20%	2006	1.5	0.5	2.0	35%
Program year	Program funds (US\$m)	External funds (US\$m)	Total funds (US\$m)	% external funds																						
2003	0.8	0.0	0.8	5%																						
2004	1.2	0.2	1.4	15%																						
2005	1.2	0.3	1.5	20%																						
2006	1.5	0.5	2.0	35%																						
Assumptions	That outside resources can be measured in VND or US\$ in cash or kind																									
Standards	There are no standards relating specifically to this indicator.																									

1.16 Proportion commune infrastructure financed externally

INDICATOR	PROPORTION OF COMMUNE INFRASTRUCTURE PLAN IMPLEMENTATION BUDGETS SOURCED OUTSIDE PROGRAM FUNDS																				
Why is it measured?	This is a leading indicator to report against the sustainability Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; provide essential infrastructure; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that leverage of QNRDP funds with resources from other donors or GoV is essential for sustainability.																				
Benchmark	The proportion of commune infrastructure implementation budgets sourced from outside program funds increases with time.																				
Target	30% of commune infrastructure implementation budgets are sourced externally by end of Phase 2.																				
Who will measure it?	IEO with support from MEGO and ATL as well as Program counterparts																				
How will it be measured?	<p>A = Amount of Commune Infrastructure Plan budget sourced from outside Program (data sourced by DDO's and AMC from Commune Infrastructure Plan budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <p>B = Total budget of Commune Infrastructure Plan (data sourced by DDO's and AMC from Commune Infrastructure Plan budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100]\%$ • Basic scale of data collection is by commune, aggregated for the district, and Program scales • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																				
How to report/present?	<p>Time series (% vs time)</p>  <table border="1"> <caption>Proportion of infrastructure budgets resourced externally</caption> <thead> <tr> <th>Program year</th> <th>Program funds (US\$m)</th> <th>External funds (US\$m)</th> <th>% external funds</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>0.8</td> <td>0.1</td> <td>9%</td> </tr> <tr> <td>2004</td> <td>1.2</td> <td>0.2</td> <td>17%</td> </tr> <tr> <td>2005</td> <td>1.3</td> <td>0.2</td> <td>20%</td> </tr> <tr> <td>2006</td> <td>1.5</td> <td>0.5</td> <td>29%</td> </tr> </tbody> </table>	Program year	Program funds (US\$m)	External funds (US\$m)	% external funds	2003	0.8	0.1	9%	2004	1.2	0.2	17%	2005	1.3	0.2	20%	2006	1.5	0.5	29%
Program year	Program funds (US\$m)	External funds (US\$m)	% external funds																		
2003	0.8	0.1	9%																		
2004	1.2	0.2	17%																		
2005	1.3	0.2	20%																		
2006	1.5	0.5	29%																		
Assumptions	That outside resources can be measured in VND or US\$ in cash or kind																				
Standards	There are no standards relating specifically to this indicator.																				

1.17 Proportion capacity building budgets sourced externally

INDICATOR	PROPORTION OF CAPACITY BUILDING BUDGETS SOURCED OUTSIDE PROGRAM FUNDS																				
Why is it measured?	This is a leading indicator to report against the sustainability Program key result area. Also used to report against AusAID key result areas including promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that leverage of QNRDP funds with resources from other donors or GoV is essential for sustainability.																				
Benchmark	The proportion of capacity building budgets sourced from outside program funds increases with time.																				
Target	15% of capacity building budgets are sourced externally by end of Phase 2.																				
Who will measure it?	CBA with support from MEGO and ATL as well as Program counterparts																				
How will it be measured?	<p>A = Amount of capacity building budget sourced from outside Program (data sourced by DDO's and AMC from capacity building budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <p>B = Total budget of capacity building (data sourced by DDO's and AMC from capacity building budgets and implementation records, HH group and commune annual plans, via normal record keeping, entered in to activity dbase)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100]\%$ • Basic scale of data collection is by commune, aggregated for the district, and Program scales • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																				
How to report/present?	<p>Time series (% vs time)</p>  <table border="1"> <caption>External funding of capacity building</caption> <thead> <tr> <th>Program Year</th> <th>Capacity building budget (US\$)</th> <th>External resources (US\$)</th> <th>% external resources</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>75,000</td> <td>5,000</td> <td>6%</td> </tr> <tr> <td>2004</td> <td>125,000</td> <td>10,000</td> <td>8%</td> </tr> <tr> <td>2005</td> <td>125,000</td> <td>15,000</td> <td>12%</td> </tr> <tr> <td>2006</td> <td>125,000</td> <td>20,000</td> <td>16%</td> </tr> </tbody> </table>	Program Year	Capacity building budget (US\$)	External resources (US\$)	% external resources	2003	75,000	5,000	6%	2004	125,000	10,000	8%	2005	125,000	15,000	12%	2006	125,000	20,000	16%
Program Year	Capacity building budget (US\$)	External resources (US\$)	% external resources																		
2003	75,000	5,000	6%																		
2004	125,000	10,000	8%																		
2005	125,000	15,000	12%																		
2006	125,000	20,000	16%																		
Assumptions	That outside resources can be measured in VND or US\$ in cash or kind																				
Standards	There are no standards relating specifically to this indicator.																				

2 Lagging indicators

2.1 Trends in participant perception of change

INDICATOR (4 Key Performance Indicators)	TRENDS IN PARTICIPANT PERCEPTION OF THEIR EMPOWERMENT, LIVELIHOOD, HH INCOME, & SUSTAINABILITY																
Why is it measured?	The key result areas of QNRDP relate to how the participants feel about their lives and the perceptions they have of the impact QNRDP has on them. Using goal attachment scoring (GAS) it is possible to measure participant perceptions over time and use the information as early warning for corrective management action as well as an indication of effectiveness and sustainability. There is one lagging indicators relating to each Program key result area: empowerment, livelihood, HH income and sustainability. Also used to report against AusAID key result areas including improve agricultural and rural development; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity.																
Benchmark	The expected result is the goal or outcome relating to the specific key performance area. There should be a normal distribution around that score for the program to be judged effective.																
Target	Participant perceptions are distributed around the expected result score.																
Who will measure it?	MEGO and MEA with support from participants and Program counterparts																
How will it be measured?	<p>A = Participant perceptions of empowerment, livelihood, HH income, sustainability over time (perception data sourced by DDO's/AMC from GAS questions via implementation monitoring process, for HH or GoV staff participant. These are tallied for a HH group, village or commune, entered into HH dbase)</p> <p>B = Location of participants by village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in village or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • GAS questions are identified by location or GoV institution before entry into dbase • Basic scale of data collection is the smallest unit of participant in the PPP (HH or GoV staff individual). This will be different for income generation and infrastructure activity plans • Also record date of measurement (dd-mm-yy) • Empowerment, livelihood, income and sustainability are defined 																
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – every 12 months																
How to report/present?	<p>GAS score frequency (perception score vs frequency –can be also by time)</p> <p>Spatial mapping (shaded blocks representing scores in each unit)</p> <div data-bbox="523 1451 1369 1921" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Participant perception: empowerment</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Data for Participant perception: empowerment</caption> <thead> <tr> <th>Category</th> <th>Tin Tho (%)</th> <th>Son Hai (%)</th> <th>Du Phoc (%)</th> </tr> </thead> <tbody> <tr> <td>Less than expected</td> <td>8</td> <td>42</td> <td>4</td> </tr> <tr> <td>As expected</td> <td>19</td> <td>28</td> <td>10</td> </tr> <tr> <td>Better than expected</td> <td>42</td> <td>17</td> <td>17</td> </tr> </tbody> </table> </div>	Category	Tin Tho (%)	Son Hai (%)	Du Phoc (%)	Less than expected	8	42	4	As expected	19	28	10	Better than expected	42	17	17
Category	Tin Tho (%)	Son Hai (%)	Du Phoc (%)														
Less than expected	8	42	4														
As expected	19	28	10														
Better than expected	42	17	17														
Assumptions	Normal GAS issues (representativeness, subjective, etc...) aren't an issue. Participants are willing and able to use GAS score sheets.																
Standards	GAS score sheets are used consistently year on year to ensure comparable data.																

2.2 Proportion HH graduating to independent PPP

INDICATOR	PROPORTION OF HH GROUPS GRADUATING TO PREPARE ANNUAL PLANS INDEPENDENTLY																									
Why is it measured?	This is a lagging indicator for the empowerment and sustainability Program key result areas. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. If the participatory planning process becomes institutionalised at village and larger scales, it suggests that the Program will have long-lasting and positive impacts on participants.																									
Benchmark	The proportion of HH groups graduating to prepare annual plans independently should rise over time.																									
Target	25% of total # HH groups participating prepare annual plans independently by the end of Phase 2.																									
Who will measure it?	DDOs and PDAs supported by MEGO and Project Counterparts																									
How will it be measured?	<p>A = # of HH groups conducting the planning process without Program support (# data sourced by CPC or DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = Total # of HH groups participating in planning activities (# data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>C = Location of HH group, village or commune (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100]$ % • Basic scale of data collection is by commune. Aggregate up to district • Also record gender of HH leader and participants (male / female). • Also record date of measurement (dd-mm-yy) 																									
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																									
How to report/present?	<p>Time series (proportion vs time, with disaggregation by gender of required)</p> <p>Spatial mapping (shaded blocks representing proportions in each unit)</p> <div data-bbox="560 1312 1347 1883" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">HH groups preparing activity plans independently</p> <table border="1" style="margin-top: 10px; width: 100%; border-collapse: collapse;"> <caption>Data for HH groups preparing activity plans independently</caption> <thead> <tr> <th>Program year</th> <th>HH Groups - Program (Number)</th> <th>HH Groups - Independent (Number)</th> <th>% independent</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>45</td> <td>5</td> <td>0%</td> <td>25%</td> </tr> <tr> <td>2004</td> <td>90</td> <td>10</td> <td>5%</td> <td>25%</td> </tr> <tr> <td>2005</td> <td>150</td> <td>20</td> <td>10%</td> <td>25%</td> </tr> <tr> <td>2006</td> <td>200</td> <td>45</td> <td>22%</td> <td>25%</td> </tr> </tbody> </table> </div>	Program year	HH Groups - Program (Number)	HH Groups - Independent (Number)	% independent	Target (%)	2003	45	5	0%	25%	2004	90	10	5%	25%	2005	150	20	10%	25%	2006	200	45	22%	25%
Program year	HH Groups - Program (Number)	HH Groups - Independent (Number)	% independent	Target (%)																						
2003	45	5	0%	25%																						
2004	90	10	5%	25%																						
2005	150	20	10%	25%																						
2006	200	45	22%	25%																						
Assumptions	That HH Groups preparing plans independently are willing and able to provide data to the AMC for monitoring and evaluation.																									
Standards	HH and HH group is as defined by CPC																									

2.3 No. non-program communes adopting PPP

INDICATOR	NUMBER OF NON-PROGRAM COMMUNES ADOPTING PARTICIPATORY PLANNING PROCESSES FOR DEVELOPMENT INVESTMENT															
Why is it measured?	This is a lagging indicator to report against the empowerment Program key result area. Also used to report against AusAID key result areas including: improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. It recognises that the effectiveness of QNRDP will in part be measured by the extent to which its processes and activities are replicated outside the Program area.															
Benchmark	The number of non-program communes adopting participatory planning processes for development investment increases over time.															
Target	2 non-program communes adopt PPP by the end of Phase 2.															
Who will measure it?	GOV counterparts with support from MEGO and CBA															
How will it be measured?	<p>A = Involvement of commune in QNRDP (yes/no answer recorded by AMC on entering commune info in Commune dbase, mostly completed on new communes entering program, data entered and numbers totalled in Commune dbase)</p> <p>B = Adoption by commune of PPP for development investment (yes/no answer for all commune records who are adopting PPP, data sourced by GOV counterparts and AMC staff from CPC's via normal commune contact, entered and numbers totalled in Commune dbase)</p> <ul style="list-style-type: none"> • calculated by summing all commune records meeting criteria B and not meeting criteria A • Treat as a cumulative total • Also record date of measurement, adoption or notification of adoption 															
Frequency of measurement	Annually after mid-term review															
How to report/present?	Time series (# vs time) <div style="text-align: center;"> <table border="1" style="margin: 10px auto;"> <caption>Non-program communes adopting PPP</caption> <thead> <tr> <th>Program year</th> <th>Non-program communes (no.)</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>0</td> <td>2</td> </tr> <tr> <td>2004</td> <td>0</td> <td>2</td> </tr> <tr> <td>2005</td> <td>2</td> <td>2</td> </tr> <tr> <td>2006</td> <td>3</td> <td>2</td> </tr> </tbody> </table> </div>	Program year	Non-program communes (no.)	Target	2003	0	2	2004	0	2	2005	2	2	2006	3	2
Program year	Non-program communes (no.)	Target														
2003	0	2														
2004	0	2														
2005	2	2														
2006	3	2														
Assumptions	Adoption of PPP is recorded by CPC's and communicated to GoV counterparts. Adoption of PPP is meaningful and sustainable.															
Standards	"Participatory planning processes" and "adoption of" defined by AMC.															

2.4 Proportion secondary school youth at school

INDICATOR	PROPORTION OF SECONDARY-SCHOOL AGED YOUTH ATTENDING SECONDARY SCHOOL															
Why is it measured?	A lagging indicator of poverty reduction and improved livelihoods that can be used to report against the empowerment and improved livelihoods key result areas. Also used to report against AusAID key result areas including improve agricultural and rural development; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. This indicator is an indirect measurement of HH wealth – based on the assumption that as HH income rises past a certain threshold secondary school attendance rates should increase.															
Benchmark	The proportion of secondary school aged youth attending secondary school in communes participating in QNRDP increases over time faster than in communes outside QNRDP.															
Target	There is no specific target for this indicator.															
Who will measure it?	MEGO with support from CPC, Program counterparts and district secondary schools															
How will it be measured?	<p>A = Number of students attending secondary school at commune scale (# data sourced by DDO's from CPC/DPC or school records via PPP, entered in Commune dbase)</p> <p>B = Total number of secondary-school aged youth at commune scale (# data sourced by DDO's from CPC/DPC records via PPP, entered in Commune dbase)</p> <p>C = Location of commune or district (in which school/s is/are located) (point data in coordinates generated by DDO's or AMC staff from GPS, entered in commune or LG dbase depending on scale)</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100]$ % • Basic scale is by commune (may need to aggregate from individual schools within a commune before data entry), aggregate to district • Also record gender of students and school-aged population (male/female). • Also record date of measurement (dd-mm-yy) 															
Frequency of measurement	Measured annually at the end of each secondary school cycle															
How to report/present?	<p>Time series by location (% vs time, disaggregated by gender if required)</p> <p>Spatial map (blocks shaded according to %)</p> <div data-bbox="560 1391 1369 1816" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">2° school participation - Duc Phong</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Data for 2° school participation - Duc Phong</caption> <thead> <tr> <th>Program Year</th> <th>2° school aged youth (no.)</th> <th>2° school participation (%)</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>~1800</td> <td>~35%</td> </tr> <tr> <td>2004</td> <td>~1800</td> <td>~45%</td> </tr> <tr> <td>2005</td> <td>~1800</td> <td>~50%</td> </tr> <tr> <td>2006</td> <td>~1800</td> <td>~60%</td> </tr> </tbody> </table> </div>	Program Year	2° school aged youth (no.)	2° school participation (%)	2003	~1800	~35%	2004	~1800	~45%	2005	~1800	~50%	2006	~1800	~60%
Program Year	2° school aged youth (no.)	2° school participation (%)														
2003	~1800	~35%														
2004	~1800	~45%														
2005	~1800	~50%														
2006	~1800	~60%														
Assumptions	As HH incomes rise, the capacity and willingness of parents to invest in secondary school education for their children increases. No seasonal or other impacts on ability to send children to secondary school															
Standards	Secondary school age is 15-18 years as per Ministry of Education															

2.5 Trends in child malnutrition indicators

INDICATOR	TRENDS IN CHILD MALNUTRITION INDICATORS																				
Why is it measured?	This is a lagging indicator for improved livelihoods Program key result area. It recognises the impact of access to resources and networks in improving child nutrition. Also used to report against AusAID key result areas including improve agricultural and rural development; deliver Australia's aid program with excellence; and promote gender equity.																				
Benchmark	Trends in child malnutrition indicators improve over time in districts and communes participating in QNRDP relative to communes outside QNRDP.																				
Target	There is no specific target for this indicator.																				
Who will measure it?	MEGO with support from Program counterparts and General Statistical Office																				
How will it be measured?	<p>A = Child malnutrition indicators measured by GoV General Statistical Office of Viet Nam and District Health Services including:</p> <ul style="list-style-type: none"> • rural child mortality rate (under five) per 1000; • % of children under five who are stunted; and • % of children under five who are wasted. <ul style="list-style-type: none"> • Basic scale is by commune (may need to aggregate to district scale before data entry), aggregate to Program scale. • Disaggregate records by gender where possible (male / female). • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	Baseline at nearest GSO year to initial QNRDP planning activity in each commune and then subsequently as frequently as GSO measurements are done.																				
How to report/present?	<p>Graphical time series (child malnutrition indicators by time for a given location, disaggregated by gender where possible)</p> <div data-bbox="560 1234 1366 1682" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Trend in malnutrition indicators for children <5yo</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Estimated data from the chart</caption> <thead> <tr> <th>Program year</th> <th>Infant mortality (per 1000)</th> <th>% children wasted</th> <th>% children stunted</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>12.5</td> <td>2.8%</td> <td>5.5%</td> </tr> <tr> <td>2004</td> <td>10.5</td> <td>2.5%</td> <td>4.5%</td> </tr> <tr> <td>2005</td> <td>8.0</td> <td>2.8%</td> <td>5.0%</td> </tr> <tr> <td>2006</td> <td>7.5</td> <td>2.5%</td> <td>4.0%</td> </tr> </tbody> </table> </div>	Program year	Infant mortality (per 1000)	% children wasted	% children stunted	2003	12.5	2.8%	5.5%	2004	10.5	2.5%	4.5%	2005	8.0	2.8%	5.0%	2006	7.5	2.5%	4.0%
Program year	Infant mortality (per 1000)	% children wasted	% children stunted																		
2003	12.5	2.8%	5.5%																		
2004	10.5	2.5%	4.5%																		
2005	8.0	2.8%	5.0%																		
2006	7.5	2.5%	4.0%																		
Assumptions	General Statistical Office maintains accurate records of child malnutrition indicators.																				
Standards	GSO standards.																				

2.6 Trend in reported real HH income

INDICATOR	TREND IN REPORTED REAL HH INCOME IN PARTICIPATING COMMUNES																				
Why is it measured?	This is a lagging indicator used to report against the increasing income Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; deliver Australia's aid program with excellence; and promote gender equity. It recognises that adoption of technical packages demonstrated by QNRDP and capacity built by the Program should enable participants to increase their HH income.																				
Benchmark	Trend in reported real HH income in participating households should increase over time relative to non-participating HH.																				
Target	There is no specific target for this indicator.																				
Who will measure it?	DDOs and PDAs with support MEGO, CPCs and Program counterparts																				
How will it be measured?	<p>A = Real HH incomes reported by participants (VND data sourced by DDO's and AMC staff from HH via PPP, entered in HH dbase)</p> <p>B = Location of HH (point and/or raster data sourced (generated) by DDO's or AMC staff from GPS, entered in HH or commune dbase depending on scale)</p> <ul style="list-style-type: none"> • Basic scale of data collection is HH, aggregated on average to commune, district and Program scales. • Also record commune, district or provincial average HH income from GSO data. • Also record gender of HH leader and participants (male / female). • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	Regularly over the course of the program (including start up) or at the end of each planning phase (demonstration, expansion, graduation) – most likely every 12 months																				
How to report/present?	<p>Trend in time series (trend in VND vs time, disaggregated by gender if required)</p> <p>Spatial mapping (shaded blocks representing varying levels of VND for each unit)</p> <div data-bbox="561 1290 1369 1742" style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">Reported HH income</p> <table border="1" style="margin: 0 auto; border-collapse: collapse;"> <caption>Data for Reported HH income (US\$/year)</caption> <thead> <tr> <th>Commune</th> <th>2003</th> <th>2004</th> <th>2005</th> <th>2006</th> </tr> </thead> <tbody> <tr> <td>Duc Phong</td> <td>800</td> <td>800</td> <td>850</td> <td>900</td> </tr> <tr> <td>Son Hai</td> <td>1200</td> <td>1300</td> <td>1400</td> <td>1500</td> </tr> <tr> <td>Tin Tho</td> <td>800</td> <td>900</td> <td>950</td> <td>1000</td> </tr> </tbody> </table> </div>	Commune	2003	2004	2005	2006	Duc Phong	800	800	850	900	Son Hai	1200	1300	1400	1500	Tin Tho	800	900	950	1000
Commune	2003	2004	2005	2006																	
Duc Phong	800	800	850	900																	
Son Hai	1200	1300	1400	1500																	
Tin Tho	800	900	950	1000																	
Assumptions	Participants report their HH income consistently over the life of the Program.																				
Standards	HH is as defined by CPC																				

2.7 Change in size of activity funds managed by participants

INDICATOR	CHANGE IN SIZE OF ACTIVITY FUNDS MANAGED BY PROGRAM PARTICIPANTS																				
Why is it measured?	This is a lagging indicator that can be used to report against the increased incomes Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. Activity funds will grow in size if the activities they support effectively increase HH incomes.																				
Benchmark	Size of activity funds managed by Program participants increases over time at a rate greater than inflation.																				
Target	There is no specific target for this indicator.																				
Who will measure it?	DDOs and PDAs with support from MEGO and Program counterparts																				
How will it be measured?	<p>A = Size of Activity Fund (VND)</p> <p>(data sourced by AMC from activity funds records via normal record keeping, entered in to activity dbase)</p> <ul style="list-style-type: none"> • Basic scale of data collection is by commune, aggregated for the district, and Program scales • Also record gender of investing participants (male / female). • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																				
How to report/present?	<p>Graphical time series (VND by time for a activity fund or a given scale)</p> <table border="1"> <caption>Activity fund size (Average size in Million VND)</caption> <thead> <tr> <th>Program Year</th> <th>Duc Phong</th> <th>Son Hai</th> <th>Tin Tho</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>25</td> <td>35</td> <td>30</td> </tr> <tr> <td>2004</td> <td>50</td> <td>55</td> <td>55</td> </tr> <tr> <td>2005</td> <td>80</td> <td>90</td> <td>85</td> </tr> <tr> <td>2006</td> <td>85</td> <td>120</td> <td>105</td> </tr> </tbody> </table>	Program Year	Duc Phong	Son Hai	Tin Tho	2003	25	35	30	2004	50	55	55	2005	80	90	85	2006	85	120	105
Program Year	Duc Phong	Son Hai	Tin Tho																		
2003	25	35	30																		
2004	50	55	55																		
2005	80	90	85																		
2006	85	120	105																		
Assumptions	That participants choose to continue using activity funds as a vehicle for financing development investments in the HH and communes.																				
Standards	Activity fund as defined by AMC																				

2.8 Proportion activity plan budgets sourced from participants

INDICATOR	PROPORTION OF ACTIVITY PLAN IMPLEMENTATION BUDGETS SOURCED FROM PARTICIPANTS																				
Why is it measured?	This lagging indicator helps report on the sustainability Program key result area. Also used to report against AusAID key result areas including improve agricultural and rural development; promote effective governance; build effective partnerships; deliver Australia's aid program with excellence; and promote gender equity. Participants able and willing to invest in implementation of activity plans indicate confidence in the technical packages and participatory planning processes. This in turn suggests that adoption and development will continue after program activities have been completed in a commune.																				
Benchmark	The proportion of activity plan implementation budgets sourced from participants should increase over time.																				
Target	15% of activity plan implementation budgets are sourced from participants by end of Phase 2.																				
Who will measure it?	DDOs and PDAs with support from MEGO and Program counterparts																				
How will it be measured?	<p>A = Budget for Activity Plan in VND (data sourced by AMC from activity plans prepared for a particular year via normal record keeping, entered in to activity dbase)</p> <p>B = Amount of funds contributed by participants in VND</p> <ul style="list-style-type: none"> • Proportion is $[(A/B) \times 100] \%$ • Basic scale of data collection is by activity plan, aggregated for commune, district and overall QNRDP • Also record gender of investing participants (male / female). • Also record date of measurement (dd-mm-yy) 																				
Frequency of measurement	At the end of each planning activity in each commune or at end of activity planning phase (ie, demonstration, expansion, graduation) – most likely once per year																				
How to report/present?	<p>Graphical time series (% by time for a given scale and location disaggregated by gender if required)</p> <div data-bbox="560 1514 1366 1962" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Participant share of activity funds</p> <table border="1" style="display: none;"> <caption>Data for Participant share of activity funds</caption> <thead> <tr> <th>Program Year</th> <th>Activity funds (US\$)</th> <th>Participant share (US\$)</th> <th>% participants share</th> </tr> </thead> <tbody> <tr> <td>2003</td> <td>2000</td> <td>100</td> <td>5%</td> </tr> <tr> <td>2004</td> <td>2200</td> <td>150</td> <td>7%</td> </tr> <tr> <td>2005</td> <td>2400</td> <td>200</td> <td>10%</td> </tr> <tr> <td>2006</td> <td>2500</td> <td>400</td> <td>15%</td> </tr> </tbody> </table> </div>	Program Year	Activity funds (US\$)	Participant share (US\$)	% participants share	2003	2000	100	5%	2004	2200	150	7%	2005	2400	200	10%	2006	2500	400	15%
Program Year	Activity funds (US\$)	Participant share (US\$)	% participants share																		
2003	2000	100	5%																		
2004	2200	150	7%																		
2005	2400	200	10%																		
2006	2500	400	15%																		
Assumptions	Assumes that sources of inputs to implement activity plans are identifiable and accurately recorded.																				
Standards	There are no pre-determined standards for this indicator.																				

Annex 3

Output, management & 2003 activity schedules

Annex 3: Output, management & 2003 activity schedules

Output and outcome monitoring schedule

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.1	Stakeholders' have the capacity to actively participate in activity planning processes	<ul style="list-style-type: none"> • No. GoV staff meeting capacity criteria to support participatory planning processes • Trends in participant perception of empowerment • Cumulative no. HH participating in repeat planning cycles 	<ul style="list-style-type: none"> • Training evaluation records in training & capacity building database • Perception surveys conducted as part of implementation monitoring process & recorded on HH database • PC/PA/PS records in HH database & structured consultation 	<ul style="list-style-type: none"> • GOV counterparts with support from MEGO & MEA • Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA • DDOs with support from participants, Program counterparts & MEA 	<ul style="list-style-type: none"> • Progress reports • Progress reports • Progress reports 	<ul style="list-style-type: none"> • Annually • Annually • Annually
Output 1.2	Stakeholders with capacity to plan appropriate income generating activities considering technical, gender, and environmental issues; as well as off-farm income generating options and identify sources of funding for financial shortfalls	<ul style="list-style-type: none"> • Proportion of commune HH participating in planning processes • Proportion of HH groups graduating to prepare annual plans independently • Proportion of participating HH graduating to institutional credit 	<ul style="list-style-type: none"> • PC/PA/PS records in HH database & commune data • PC/PA/PS records in HH and activity databases • PC/PA/PS records in HH and activity databases 	<ul style="list-style-type: none"> • DDOs with support from participants and Program counterparts • DDOs with support from participants and Program counterparts • DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> • Progress reports • Progress reports • Progress reports 	<ul style="list-style-type: none"> • 6-monthly • Annually • Annually

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.3	Stakeholders with capacity to implement income generating and remunerative activities that add to livelihood diversity, stimulate the service sector, and make use of appropriate technology, financial management and sources of credit	<ul style="list-style-type: none"> Proportion of HH adopting demonstrated technical packages Location and extent of adopted technical packages. Trend in reported real HH income in participating Communes Proportion of participating HH defaulting on Activity Fund repayments 	<ul style="list-style-type: none"> HH group annual plans, activity records in activity database & case studies HH implementation records on activity database PC/PA/PS records in HH and activity databases Activity fund accounts and records in activity database 	<ul style="list-style-type: none"> DDOs with support from participants, Program counterparts & MEA DDOs with support from participants and Program counterparts DDOs with support from participants and Program counterparts DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> 6-monthly 6-monthly Annually 6-monthly
Output 1.4	Stakeholders learn lessons from implementation and reflect these in subsequent annual activity plans prepared by them	<ul style="list-style-type: none"> Cumulative no. HH participating in repeat planning cycles No. non-program communes adopting participatory planning process for development investment Proportion of HH groups graduating to prepare annual plans independently Trends in participant perception of their HH income 	<ul style="list-style-type: none"> PC/PA/PS records in HH database & structured consultation GOV & CPC records on commune database and structured consultation PC/PA/PS records in HH and activity databases Perception surveys conducted as part of implementation monitoring process & recorded on HH database 	<ul style="list-style-type: none"> DDOs with support from participants, Program counterparts & MEA CPC and participants with support from counterparts and MEGO/MEA DDOs with support from participants and Program counterparts Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> Annually Annually Annually Annually

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
		<ul style="list-style-type: none"> Activity Fund default rate Proportion of Activity Plan implementation budgets sourced from participants Trends in child malnutrition indicators No. of people in participating HH migrating seasonally for work and duration of absence 	<ul style="list-style-type: none"> Activity fund accounts and records in activity database HH Group and Commune annual plans and activity records in Activity database GSO and WHO data PC/PA/PS records in HH and activity databases 	<ul style="list-style-type: none"> DDOs with support from participants and Program counterparts DDOs with support from participants and Program counterparts GOV counterparts with support from MEGO & MEA DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> Annually Annually Annually Annually
Output 2.1	Small scale communal infrastructure planned and implemented	<ul style="list-style-type: none"> Location and extent of commune infrastructure constructed Trends in participant perception of their livelihood 	<ul style="list-style-type: none"> Communal infrastructure records on activity database and case studies Perception surveys conducted as part of implementation monitoring process & recorded on HH database 	<ul style="list-style-type: none"> DDOs with support from participants, Program counterparts & MEGO Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA 	<ul style="list-style-type: none"> Progress reports Progress reports 	<ul style="list-style-type: none"> 6-monthly Annually
Output 2.2	Small scale communal infrastructure operated and maintained	<ul style="list-style-type: none"> Proportion of commune infrastructure supported by Program reported operable & maintained 	<ul style="list-style-type: none"> Perception surveys and infrastructure records on activity database and case studies 	<ul style="list-style-type: none"> Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA 	<ul style="list-style-type: none"> Progress reports 	<ul style="list-style-type: none"> Annually

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
		<ul style="list-style-type: none"> Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program 	<ul style="list-style-type: none"> Communal infrastructure records on activity database 	<ul style="list-style-type: none"> DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports 	<ul style="list-style-type: none"> Annually
Output 2.3	Stakeholders learn lessons from implementation, operation and maintenance of small scale infrastructure and reflect them in subsequent infrastructure plans	<ul style="list-style-type: none"> Cumulative no. HH participating in repeat planning cycles Trends in participant perception of their livelihood Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> PC/PA/PS records in HH database & structured consultation Perception surveys conducted as part of implementation monitoring process & recorded on HH database Communal infrastructure records on activity database 	<ul style="list-style-type: none"> DDOs with support from participants, Program counterparts & MEA Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> Annually Annually Annually
Output 3.1	Government staff and other potential service providers with the capacity and motivation to actively support Program participatory planning and activity implementation by HH Groups and Communes	<ul style="list-style-type: none"> Proportion of commune HH participating in planning processes Cumulative no. HH participating in repeat planning cycles No. GoV staff meeting capacity criteria to support participatory planning processes 	<ul style="list-style-type: none"> PC/PA/PS records in HH database & commune data PC/PA/PS records in HH database & structured consultation Training evaluation records in training & capacity building database 	<ul style="list-style-type: none"> DDOs with support from participants and Program counterparts DDOs with support from participants, Program counterparts & MEA GOV counterparts with support from MEGO & MEA 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> 6-monthly Annually Annually

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
		<ul style="list-style-type: none"> • No. non-program communes adopting participatory planning process for development investment 	<ul style="list-style-type: none"> • GOV & CPC records on commune database and structured consultation 	<ul style="list-style-type: none"> • CPC and participants with support from counterparts and MEGO/MEA 	<ul style="list-style-type: none"> • Progress reports 	<ul style="list-style-type: none"> • Annually
Output 3.2	Government staff and other service providers participating in the Program have the capacity to identify and attract non-Program funding and other resources to respond to demands in activity plans prepared with poor rural communities	<ul style="list-style-type: none"> • Change in size of Activity Funds managed by Program participants • Proportion of Capacity Building budgets sourced outside Program funds • No. non-program communes adopting participatory planning process for development investment • Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds • Proportion of Activity Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> • Activity fund accounts and records in activity database • Training evaluation records in training & capacity building database • GOV & CPC records on commune database and structured consultation • Communal infrastructure records on activity database • HH Group and Commune annual plans and activity records in Activity database 	<ul style="list-style-type: none"> • DDOs with support from participants and Program counterparts • DDOs with support from participants and Program counterparts • CPC and participants with support from counterparts and MEGO/MEA • DDOs with support from participants and Program counterparts • DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> • Progress reports • Progress reports • Progress reports • Progress reports • Progress reports 	<ul style="list-style-type: none"> • 6-monthly • Annually • Annually • Annually • Annually

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 4.1	Program delivered successfully on schedule within budget	<ul style="list-style-type: none"> Proportion of participating HH within DOLISA definition of "poor households" Trends in participant perception of their livelihood Trends in participant perception of their empowerment Proportion of Activity Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> PC/PA/PS records in HH database & commune data Perception surveys conducted as part of implementation monitoring process & recorded on HH database Perception surveys conducted as part of implementation monitoring process & recorded on HH database HH Group and Commune annual plans and activity records in Activity database 	<ul style="list-style-type: none"> DDOs with support from participants, DOLISA, CPCs & Program counterparts Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports Progress reports Progress reports Progress reports 	<ul style="list-style-type: none"> 6-monthly Annually Annually Annually
Output 4.2	GoV counterparts at National, Provincial, District and Commune scales have ownership in the Program and actively co-direct implementation	<ul style="list-style-type: none"> No. non-program Communes adopting participatory planning process for development investment Change in size of Activity Funds managed by Program participants 	<ul style="list-style-type: none"> GOV & CPC records on commune database and structured consultation Activity fund accounts and records in activity database 	<ul style="list-style-type: none"> CPC and participants with support from counterparts and MEGO/MEA DDOs with support from participants and Program counterparts 	<ul style="list-style-type: none"> Progress reports Progress reports 	<ul style="list-style-type: none"> Annually 6-monthly

Logframe reference	Output	Output indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
		<ul style="list-style-type: none"> · Proportion of Activity Plan implementation budgets sourced outside Program funds · Trends in participant perception of their empowerment 	<ul style="list-style-type: none"> · HH Group and Commune annual plans and activity records in Activity database · Perception surveys conducted as part of implementation monitoring process & recorded on HH database 	<ul style="list-style-type: none"> · DDOs with support from participants and Program counterparts · Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA 	<ul style="list-style-type: none"> · Progress reports · Progress reports 	<ul style="list-style-type: none"> · Annually · Annually

Management monitoring schedule

Logframe reference	Activity	Management indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.1	<ul style="list-style-type: none"> Capacity building activities Participatory planning meetings 	<ul style="list-style-type: none"> Capacity building as per AP & PDD Participatory planning as per AP & PDD 	<ul style="list-style-type: none"> Budget vs actual analysis of resources & outputs using Program accounts and records on HH database Budget vs actual analysis of resources & outputs using Program accounts and records on HH database 	<ul style="list-style-type: none"> PDA with MEGO/MEA PDA with MEGO/MEA 	<ul style="list-style-type: none"> Management reports Management reports 	<ul style="list-style-type: none"> Bimonthly Monthly
Output 1.2	<ul style="list-style-type: none"> Participatory planning meetings 	<ul style="list-style-type: none"> Participatory planning as per AP & PDD 	<ul style="list-style-type: none"> Budget vs actual analysis of resources & outputs using Program accounts and records on HH database 	<ul style="list-style-type: none"> PDA with MEGO/MEA 	<ul style="list-style-type: none"> Management reports 	<ul style="list-style-type: none"> Monthly
Output 1.3	<ul style="list-style-type: none"> Demonstrations implemented Activity fund operations Focussed training & TA Support adoption of technical packages 	<ul style="list-style-type: none"> Demonstrations implemented as per annual plan Activity funds operated as per AP & PDD Training & TA delivered as per AP & PDD Training & TA delivered as per AP & PDD 	<ul style="list-style-type: none"> Budget vs actual analysis of demonstrations Budget vs actual analysis of activity funds Budget vs actual analysis of training & TA Budget vs actual analysis of training & TA 	<ul style="list-style-type: none"> PDA with MEGO/MEA PDA with MEGO/MEA PDA with MEGO/MEA PDA with MEGO/MEA 	<ul style="list-style-type: none"> Management reports Management reports Management reports Management reports 	<ul style="list-style-type: none"> Monthly Monthly Bimonthly Bimonthly

Logframe reference	Activity	Management indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.4	<ul style="list-style-type: none"> Adapted participatory processes Operational Program databases 	<ul style="list-style-type: none"> PPP adapted over time Program databases operated as per AP & PDD 	<ul style="list-style-type: none"> Comparative analysis of adaptations of PPP Budget vs actual analysis of Program databases & outputs 	<ul style="list-style-type: none"> PDA and DDOs with MEGO MEGO/MEA with PDA 	<ul style="list-style-type: none"> Progress reports Management reports 	<ul style="list-style-type: none"> 6-monthly Monthly
Output 2.1	<ul style="list-style-type: none"> Small scale commune infrastructure planned and implemented 	<ul style="list-style-type: none"> Infrastructure design meets guidelines O&M plans exist for constructed infrastructure Infrastructure construction meets guidelines Perception surveys conducted as part of implementation Infrastructure handed over after inspection 	<ul style="list-style-type: none"> Design vs guidelines analysis of all infrastructure Published O&M documents Construct vs guidelines analysis of all infrastructure Perception surveys conducted as part of implementation monitoring process & recorded on HH database CPC & PMU handover records and documentation 	<ul style="list-style-type: none"> I/EO & MEGO with support from PDA & TA I/EO & MEGO with support from PDA & TA I/EO & MEGO with support from PDA & TA Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA I/EO & MEGO with support from PDA & CPC 	<ul style="list-style-type: none"> Management reports Progress reports Management reports Progress reports Progress reports Program completion report, <i>ex post</i> evaluation 	<ul style="list-style-type: none"> Bimonthly 6-monthly Bimonthly Annually 6-monthly Year 6

Logframe reference	Activity	Management indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 2.2	<ul style="list-style-type: none"> Commune staff trained in O&M for Program infrastructure Monitoring O&M and infrastructure use 	<ul style="list-style-type: none"> O&M training implemented as per AP & PDD O&M & use monitored as per AP & PDD 	<ul style="list-style-type: none"> Budget vs actual analysis of O&M training & competencies Budget vs actual analysis of O&M & use 	<ul style="list-style-type: none"> I/EO & MEGO with support from PDA & TA I/EO & MEGO with support from PDA & TA 	<ul style="list-style-type: none"> Management reports Progress reports 	<ul style="list-style-type: none"> Bimonthly 6-monthly
Output 2.3	<ul style="list-style-type: none"> Adapted commune infrastructure strategies Improved access to non-Program resources for commune infrastructure 	<ul style="list-style-type: none"> Commune infrastructure strategies adapted over time Non-Program resources for infrastructure sourced as per annual plan 	<ul style="list-style-type: none"> Comparative analysis of adaptations of PPP Budget vs actual analysis of non-Program resources for commune infrastructure 	<ul style="list-style-type: none"> I/EO & MEGO with support from PDA & TA I/EO & MEGO with support from PDA & TA 	<ul style="list-style-type: none"> Progress reports Progress reports 	<ul style="list-style-type: none"> Annually 6-monthly
Output 3.1	<ul style="list-style-type: none"> Adapt institutional processes to accommodate PPP Establish district & commune contact groups Support local champions with training & inputs Assess field delivery of service providers/champions 	<ul style="list-style-type: none"> Institutional processes adapted over time Contact groups established as per AP & PDD Training & inputs delivered as per AP & PDD Champions assessed as per AP & PDD 	<ul style="list-style-type: none"> Comparative analysis of adaptations of PPP Budget vs actual analysis of district & commune contact groups Budget vs actual analysis of training & inputs for champions Budget vs actual analysis of inputs assessment of champions 	<ul style="list-style-type: none"> CBO & MEGO with support from PDA PDA & MEGO with support from CBO CBO & MEGO with support from PDA PDA, MEA & MEGO with support from CBO 	<ul style="list-style-type: none"> Progress reports Management reports Management reports Management reports 	<ul style="list-style-type: none"> 6-monthly Monthly Monthly Monthly

Logframe reference	Activity	Management indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 3.2	<ul style="list-style-type: none"> • Institutional analysis of organisations to support PPP • Build capacity to prepare & follow-up applications for resources to support implementation 	<ul style="list-style-type: none"> • Institutions accommodate PPP • Capacity building for attracting resources as per AP & PDD 	<ul style="list-style-type: none"> • Comparative analysis of adaptations of PPP • Budget vs actual analysis of non-Program resources for commune infrastructure 	<ul style="list-style-type: none"> • I/EO & MEGO with support from PDA & TA • I/EO & MEGO with support from PDA & TA 	<ul style="list-style-type: none"> • Progress reports • Progress reports 	<ul style="list-style-type: none"> • 6-monthly • 6-monthly
Output 4.1	<ul style="list-style-type: none"> • Operational PMU • Documented procedures • Approved Annual Operating Plans • Communication strategy implemented • Monitoring & evaluation systems established and operating effectively • Exit strategy and hand over successfully implemented 	<ul style="list-style-type: none"> • PMU records • Published procedures manual • AP document and written approval from AusAID • Communication strategy implemented as per AP and PDD • M&E plan, DBMS & GIS records, documented corrective actions • Documented exit strategy & GoV plans for subsequent activities 	<ul style="list-style-type: none"> • GoV, Program, AMC & AusAID records • Program, AMC & AusAID records • GoV, Program, AMC & AusAID records • Budget vs actual analysis of communication strategy • Program, AMC & AusAID records • GoV, Program, AMC & AusAID records 	<ul style="list-style-type: none"> • DPI, AMC, MEGO/MEA • AMC, MEGO/MEA • DPI, AMC, MEGO/MEA • CBO, PDA & MEGO with support from DDOs, and participants • MEGO/MEA with support from participants and Program counterparts • DPI, AMC and other Program counterparts 	<ul style="list-style-type: none"> • Management reports • Progress reports • Progress reports • Progress reports • Management reports • Progress reports • Management reports • Progress reports • Program completion report, <i>ex post</i> evaluation 	<ul style="list-style-type: none"> • Monthly • 6-monthly • 6-monthly • Annually • Monthly • 6-monthly • Monthly • 6-monthly • Year 6

Logframe reference	Activity	Management indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 4.2	<ul style="list-style-type: none"> ATL and other team members actively communicate and engage with GoV counterparts 	<ul style="list-style-type: none"> Trends in participant perception of their empowerment 	<ul style="list-style-type: none"> Perception surveys conducted as part of implementation monitoring process & recorded on CB/training database 	<ul style="list-style-type: none"> Participants and Program counterparts with support from DDOs, PDAs, MEGO and MEA 	<ul style="list-style-type: none"> Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly
	<ul style="list-style-type: none"> Counterparts actively implement their roles and responsibilities 	<ul style="list-style-type: none"> No. non-program Communes adopting participatory planning process for development investment 	<ul style="list-style-type: none"> GOV & CPC records on commune database and structured consultation 	<ul style="list-style-type: none"> CPC and participants with support from counterparts and MEGO/MEA 	<ul style="list-style-type: none"> Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly
	<ul style="list-style-type: none"> Regular PCC meetings planned and held 	<ul style="list-style-type: none"> Minutes & records of meetings 	<ul style="list-style-type: none"> GoV, Program, AMC & AusAID records 	<ul style="list-style-type: none"> DPI, AMC and other Program counterparts 	<ul style="list-style-type: none"> Progress reports 	<ul style="list-style-type: none"> 6-monthly

Activity monitoring schedule (example for 2003 annual plan)

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.1	<ul style="list-style-type: none"> Conduct PC/PA/PS meetings with HHs & activity groups to identify priorities for action 	<ul style="list-style-type: none"> PC/PA/PS meetings conducted as per AP & PDD 	<ul style="list-style-type: none"> Outputs & records of PC/PA/PS meetings & action items 	<ul style="list-style-type: none"> PDA & DDOs with support from MEGO, and HH Group participants 	<ul style="list-style-type: none"> Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly
Output 1.2	<ul style="list-style-type: none"> Meet with HHs and CPCs to plan demonstrations of additional priority income generating activities (eg. pig cattle & poultry raising) Form activity groups around demonstrations and assist them to develop activity plans for approved credit Preparation of activity plans and proposals for Program and non-Program support Hold HH or group meetings to discuss activity progress & problems and integrate lessons learned into plans for ongoing activities 	<ul style="list-style-type: none"> Demonstration planning meetings conducted as per AP & PDD Activity groups formed as per AP & PDD No. & type of activity plans and proposals prepared HH & group meetings conducted as per AP & PDD 	<ul style="list-style-type: none"> Minutes & records of activity planning meetings & action items Records of activity plans & participants in Activity Database Records of activity plans & participants in Activity Database Records of activity results and assessment meetings in Activity Database 	<ul style="list-style-type: none"> PDA & DDOs with support from MEGO and participants PDA & DDOs with support from MEGO and participants PDA & DDOs with support from MEGO and participants PDA & DOs with support from MEGO and participants 	<ul style="list-style-type: none"> Management reports Progress reports Management reports Progress reports Management reports Progress reports Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly Monthly 6-monthly Monthly 6-monthly Monthly 6-monthly

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 1.3	<ul style="list-style-type: none"> • Complete demonstrations started in Phase 1 and implement new demonstrations in response to HH priorities • Form marketing, credit and technology support groups associated with each demonstration • Initiate activity fund groups for each demonstration, provide training in protocols and bookkeeping and contact banking sector • Conduct farmer field days and farmer visits/study tours • Enable groups to control on-going activities 	<ul style="list-style-type: none"> • No. & type of demonstrations prepared & implemented • No. & type of groups formed with demonstrations • No. & type of groups formed with demonstrations and operations manuals • No. & type of field days conducted with demonstrations • No. & type of ongoing activities 	<ul style="list-style-type: none"> • Records of demonstrations in Activity Database • Records of groups with demonstrations in Activity Database • Records of groups with demonstrations in Activity Database • Records of field days in Activity Database • Records of ongoing activities in Activity Database 	<ul style="list-style-type: none"> • PDAs & DDOs with support from MEGO and participants • PDAs & DDOs with support from MEGO and participants • PDAs & DDOs with support from MEGO and participants • PDAs & DDOs with support from MEGO and participants • Activity group participants with support from DDOs and MEGO 	<ul style="list-style-type: none"> • Management reports • Progress reports • Management reports • Progress reports • Management reports • Progress reports • Management reports • Progress reports 	<ul style="list-style-type: none"> • Monthly • 6-monthly • Monthly • 6-monthly • Monthly • 6-monthly • Monthly • 6-monthly
Output 1.4	<ul style="list-style-type: none"> • Commence annual planning process with activity groups and HHs • Conduct seminars/workshops to build HH capacity to evaluate technical, gender & environmental issues 	<ul style="list-style-type: none"> • Annual planning process as per PDD & contract • Seminars/workshops conducted as per AP & PDD 	<ul style="list-style-type: none"> • Records of AP and group data in HH & Activity databases • Records in Activity Database 	<ul style="list-style-type: none"> • PDAs & DDOs with support from MEGO and participants • PDAs & DDOs with support from Activity Group participants 	<ul style="list-style-type: none"> • Management reports • Progress reports 	<ul style="list-style-type: none"> • Monthly • 6-monthly

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
	<ul style="list-style-type: none"> Meet with CPC members to monitor progress of activities and aid in planning of new activities Collect monitoring data from demonstrations & other activities to assess performance Collect data for activity group profiles Conduct baseline perception surveys 	<ul style="list-style-type: none"> CPC meetings conducted as per AP & PDD Technical data collected, stored & analysed as per AP & PDD Data collected, stored & analysed as per AP & PDD Baseline surveys conducted as per PDD & AP 	<ul style="list-style-type: none"> Records & reports from databases Technical results from income generating activity demonstrations in Activity Database Records in HH Database Perception data in HH Database 	<ul style="list-style-type: none"> PDAs & DDOs with support from Activity Group participants PDAs & DDOs with support from Activity Group participants MEGO with support from PDAs & DDOs MEGO with support from PDAs & DDOs, and HH Group participants 	<ul style="list-style-type: none"> Management reports Progress reports Management reports Progress reports Management reports Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly Monthly 6-monthly Monthly Monthly Annually
Output 2.1	<ul style="list-style-type: none"> Complete infrastructure works initiated in Phase 1 and identify additional works using PC/PA/PS process Standardise the infrastructure design, specification, costing and contract process to meet CPC and GOV requirements Construct infrastructure to design and establish O&M plans with reliable funding support procedures Evaluate infrastructure works with beneficiaries to assess their value 	<ul style="list-style-type: none"> No. & type of infrastructure works prepared & implemented No. & type of standard designs prepared & used No. & type of infrastructure works constructed with O&M Plans cf PDD & AP plans Technical/perception monitoring done as per PDD & AP 	<ul style="list-style-type: none"> Records of infrastructure works in Activity Database Standard design records in PMU and tender specifications Records of infrastructure works in Activity Database Infrastructure performance records in Activity Database 	<ul style="list-style-type: none"> IEO with support from PDAs, DDOs, and participants IEO with support from PDAs, service providers & technical counterparts IEO with support from PDAs, service providers & technical counterparts MEGO with support from IEO, DDOs, and participants 	<ul style="list-style-type: none"> Management reports Progress reports Progress reports Management reports Progress reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly 6-monthly Monthly 6-monthly Annually

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
	<ul style="list-style-type: none"> • Train counterparts & other participants in preparation of proposals for non-program resources for construction and O&M of infrastructure • Submit proposals for non-program financing of infrastructure • Hand over infrastructure to beneficiaries for on-going O&M • Ensure that construction & operation of infrastructure complies with environmental protection measures 	<ul style="list-style-type: none"> • No. & type of proposals prepared • No. & type of proposals submitted and % approved • No. & type of infrastructure handed over • Compliance with Environmental Management Guidelines in EMP 	<ul style="list-style-type: none"> • Records of proposals in Activity Database • Records of proposals in Activity Database • Records of infrastructure works in Activity Database • Construction & operation records using EMG forms in Environmental Management Plan 	<ul style="list-style-type: none"> • IEO with support from MEGO • IEO with support from MEGO • IEO with support from MEGO & participants • IEO with support from MEGO & contractors 	<ul style="list-style-type: none"> • Management reports • Progress reports • Management reports • Progress reports • Management reports • Progress reports 	<ul style="list-style-type: none"> • Monthly • 6-monthly • Monthly • 6 monthly • 6 monthly • Annually • 6-monthly
Output 2.2	<ul style="list-style-type: none"> • Train commune staff to establish effective and sustainable O&M plans with reliable funding support procedures • Assess and guide O&M plans produced by communes • Assist in the preparation of proposals for non-program resources to assist construction and O&M of infrastructure • Monitor O&M activities with participants 	<ul style="list-style-type: none"> • O&M training conducted as per PDD & AP • O&M Plans established as per PDD & AP • No. & type of O&M proposals prepared • Infrastructure reported operable by users 	<ul style="list-style-type: none"> • Records of training in Training Database • O&M records in PMU and Commune database • Records of O&M proposals in Activity Database • Monitoring records in Activity Database 	<ul style="list-style-type: none"> • IEO with support from CBO, DDOs and Commune participants • IEO with support from DDOs, service providers & technical counterparts • IEO with support from DDOs, service providers & technical counterparts • MEGO with support from IEO & DDOs & participants 	<ul style="list-style-type: none"> • Management reports • Progress reports • Progress reports • Progress reports • Management reports • Progress reports 	<ul style="list-style-type: none"> • Monthly • 6-monthly • 6-monthly • 6 monthly • Monthly • 6-monthly

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
	<ul style="list-style-type: none"> Ensure that construction & operation of infrastructure complies with environmental protection measures 	<ul style="list-style-type: none"> Compliance with Environmental Management Guidelines in EMP 	<ul style="list-style-type: none"> O&M records using EMG forms in Environmental Management Plan 	<ul style="list-style-type: none"> IEO with support from MEGO & participants 	<ul style="list-style-type: none"> Management reports 	<ul style="list-style-type: none"> 6-monthly
Output 2.3	<ul style="list-style-type: none"> Conduct perception surveys on the value of infrastructure works to nominated beneficiaries Revise infrastructure strategy in response to lessons learned from monitoring and perception data 	<ul style="list-style-type: none"> Baseline & other perception surveys conducted as per PDD & AP No. & type of strategy variations 	<ul style="list-style-type: none"> Perception data in HH Database Records of infrastructure strategy in annual plan 	<ul style="list-style-type: none"> MEGO with support from PDAs & DDOs, and HH Group participants IEO with support from ATL and participants 	<ul style="list-style-type: none"> Progress reports Annual reports 	<ul style="list-style-type: none"> Annually Annually
Output 3.1	<ul style="list-style-type: none"> Conduct seminars, workshops & demonstrations to build HH capacity to use participatory processes Form contact groups at provincial, district and commune levels Identify training needs of contact group members and provide relevant training to meet these needs Identify program champions at district and commune levels, assess and provide training to build capacity Monitor competencies to assess effectiveness of training provided 	<ul style="list-style-type: none"> Seminars/workshops & demonstrations conducted as per AP & PDD Contact groups formed as per AP & PDD Competency, skill gap & needs analysis conducted as per AP Program champions identified as per AP & PDD Competency, skill gap & needs analysis monitored as per AP 	<ul style="list-style-type: none"> Plan vs actual analysis of CB&T database records Minutes & records of contact group meetings on Commune database PMU records in CB & Training database Minutes & records of meetings and action items Monitoring records in CB&T database 	<ul style="list-style-type: none"> CBO, PDA & MEGO with support from DDOs, and participants CBO, PDA & DDOs with support from MEGO, and participants CBO, PDA & DDOs with support from MEGO, and participants PDAs & DDOs with support from MEGO, and CPC participants CBO & MEGO with support from participants 	<ul style="list-style-type: none"> Management reports Progress reports Progress reports Management reports Progress reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly 6-monthly Monthly 6-monthly 6-monthly

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 3.2	<ul style="list-style-type: none"> Support Government staff to identify non-program funding organisations Support Government staff to prepare proposals for external funding Identify and address training needs for staff and providers to prepare proposals and provide relevant capacity building Follow up proposals with funding agencies and report progress 	<ul style="list-style-type: none"> No. & type of organisations identified No. & type of external funding proposals prepared Competency, skill gap & needs analysis as per AP No. & type of followup with funding agencies 	<ul style="list-style-type: none"> Organisation records in CB & Training database Records of proposal training on CB& Training database PMU records in CB & Training database PMU records in Activity database 	<ul style="list-style-type: none"> ATL, PDA & DDOs with support from MEGO, and participants CBO, IEO & PDAs with support from MEGO, and participants CBO, PDAs and ATL with support from participants ATL, PDAs & DDOs with support from counterparts 	<ul style="list-style-type: none"> Management reports Progress reports Management reports Progress reports Progress reports Management reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly Monthly 6-monthly 6 monthly Monthly 6-monthly
Output 4.1	<ul style="list-style-type: none"> Program Management Unit formed, counterparts and staff appointed and inducted PMU operational procedures defined and agreed Annual Plan prepared and approved Communication strategy defined and initiated Monitoring and evaluation database & GIS system established and operational Program web site established 	<ul style="list-style-type: none"> PMU operating as per AP & PDD PMU procedures as per AP & PDD AP approved by AusAID & PCC CS approved by AusAID & PCC M&E plan approved by AusAID & PCC, system operational Web site functioning as per AP & PCC 	<ul style="list-style-type: none"> PMU records on databases & management reports PMU records & procedures manual PMU records, AP & approval letters PMU records, CS & approval letters PMU records, M&E Plan & approval letters with M&E outputs Web URL & site 	<ul style="list-style-type: none"> MEGO with support from ATL & PMU staff MEGO with support from ATL & PMU staff MEGO with support from ATL & PMU staff MEGO with support from ATL & PMU staff MEGO with support from ATL & PMU staff 	<ul style="list-style-type: none"> Management reports Progress reports Progress reports Progress reports Management report Progress reports Progress reports 	<ul style="list-style-type: none"> Monthly 6-monthly 6-monthly 6-monthly 6-monthly Monthly 6-monthly 6-monthly

Logframe reference	Activity	Input indicators	Means of verification	Collection responsibility	Reporting tool	Frequency
Output 4.2	<ul style="list-style-type: none"> • PMU functional with joint Australian/Vietnamese direction • Contact groups engaged at all levels to participate in implementation • PCC meetings planned and held 	<ul style="list-style-type: none"> • PMU operating as per AP & PDD • Contact groups engaged as per AP & PDD • PCC meetings held as per AP & PDD 	<ul style="list-style-type: none"> • PMU records & management reports • PMU records & activity database records • Minutes of meetings & other PCC records 	<ul style="list-style-type: none"> • MEGO with support from ATL & PMU staff • MEGO with support from ATL & PMU staff • MEGO with support from ATL & PMU staff 	<ul style="list-style-type: none"> • Management reports • Progress reports • Management reports • Progress reports • Progress reports 	<ul style="list-style-type: none"> • Monthly • 6-monthly • Monthly • 6-monthly • 6-monthly

Annex 4

Pro formas for data collection from program activities

Annex 4: Pro formas for data collection from program activities

Households

Hamlet Name

Village Name

Commune Name

Number of Migrating Workers

Total Duration of Migration (days)

Is the Household on the DOLISA List?

Is the Household Participating in a QNRDP Credit Group?

Is the Household Participating in a QNRDP Activity Group?

Is the Household Adopting QNRDP Activity Demonstrations?

Activity Fund Repayment Defaults?

Does the Household Use Institutional Credit?

Estimated Household Income VND/yr

Household Members...

	ID Number	Family Name	Other Names	Title	Gender	HH Leader?	Not part of HH, representing only
▶						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
*						<input type="checkbox"/>	<input type="checkbox"/>

Total number of people in household

PC Meeting : Group Membership and Problems

Village Name

Meeting Date

Commune Name

am or pm?

Group Number

Details of each Group Member...

Details for the Household of each Group Member...

	ID Number	Gender	PC Group Leader?	Commune	Village	Hamlet	HH Leader Family Name	HH Leader Other Names
▶			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
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			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
*			<input checked="" type="checkbox"/>					

Group Size

Total male

Total female

PS/Activity Groups - Group Membership and Problem Answers

Village Name Has an Activity plan been prepared? Comments

Commune Name Has the Activity plan been funded?

Activity Name Is the Activity reported operable and maintained?

Activity Type Has site selection started with Households and CPC staff?

Group Number Has this group graduated to prepare plans independantly? Date of PS Meeting

Activity Group Code [Commune ID]-[Activity Type]-[Group No.] Click this button to view and/or edit the details for the activity/s being undertaken by this group

Details of each Group Member... Details for the Household of each Group Member...

ID Number	Gender	PS Group Leader?	Involvement	Commune	Village	Hamlet	HH Leader Family Name	HH Leader Other Names
▶		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
		<input type="checkbox"/>		Mo Duc Commune	Mo Duc Village	Mo Duc Hamlet		
*		<input checked="" type="checkbox"/>						

Group Size Total male Total female

Coding system for problems from Problem Census (PC) Meetings

1. Lack of Funds (production)

- 1.1. Paddy
- 1.2. Upland
- 1.3. Treecrops
 - 1.31 Fruit trees
 - 1.32 Forestry
- 1.4. Livestock
- 1.5. Fisheries
- 1.6. Off-farm
- 1.7. Ag Inputs

2. Lack of Funds (Consumption)

- 2.1. Food
- 2.2. Living
- 2.3. Health
- 2.4. Education

3. Health

- 3.1. Services
- 3.2. Supplies
- 3.3. Public Health
 - 3.3.1. Clean Water
 - 3.3.2. Sanitation
 - 3.3.3. Communicable diseases

4. Education

- 4.1. Services
- 4.2. Materials, equipment, supplies (MES)

5. Tenure and related issues (land use/rates/tax)

- 5.1. Residential
- 5.2. Agricultural

6. Capacity Building

- 6.1. Public
- 6.2. Private

7. Infrastructure

- 7.1. Irrigation & drainage
- 7.2. Electricity
- 7.3. Transport (roads, bridges, ferries etc)
- 7.4. Markets
- 7.5. Health
- 7.6. Education

8. Support Services

- 8.1. Government services (Institutional support)
- 8.2. Community services
- 8.3. Private services (fertilisers, information etc)

9. Public Sector - Social Services Issues

- 9.1. Disabilities support (e.g., sickness, incapacitation, invalids, etc)
- 9.2. Labour (e.g. seasonal or full-time unemployment)
- 9.3. Disaster relief (e.g., lack of food/money due to floods etc)
- 9.4. Age related problems
- 9.5. Family social issues (e.g., drunkenness, abuse, social ills etc)

10. Technology

A general category covering all issues relating to production and income generation that are not expressed in terms of a lack of funds, that is the problem is a lack of knowledge or skills *per se*.

11. Other

- 11.1. Production related
- 11.2. Consumption related
- 11.3. Other

A catch group to which anything not covered above goes. The implication is that if there are too many of these, we need to review the coding system.

12. Lack of Land

Public health: Clean water proposal format

Identification of Water supply requirements in QNRDP communes.

Commune	
Village	
Hamlet	
Type: ¹	
No of beneficiaries?	
No of poor households involved?	
What is current source of drinking water?	
Who collects this water?	
How far does it need to be carried?	
Site for well identified (Y/N)	
Are there any other wells in locality that would indicate depth to water?	
If so, what depth?	
Are there any other wells in locality that would indicate quality of groundwater?	
If so, what quality?	
Labour required?	
Materials required?	
Equipment required?	
Are all equipment and materials available locally?	
If not, how will they be obtained?	
Cost of supply?	
Local contribution determined	
Program contribution determined	
Cement apron/surround provided for	
Maintenance agreed to.	
Agreement reached with beneficiaries	
Agreement reached with CPC, DPC etc	
Agreement reached with QNRDP	
Supply approved (date)	

¹ An individual household, a group of households, or a school or clinic

Pro-forma for measuring participant perception of empowerment by gender and location.

GOAL: To contribute to rural development, governance and poverty reduction in Quang Ngai Province	
Indicator: Participant perception of their empowerment	Scaling: (tick the box that best describes your perception)
I am fully self reliant, have strong capacity and am able to use networks to get the assistance I need to improve my wellbeing and income.	
I want to take full personal responsibility for improving my wellbeing and level of income, but lack confidence to do some things.	
I take some personal responsibility for improving my wellbeing and level of income.	
I am willing to take some personal responsibility for my wellbeing and income, but am unable to (lack knowledge, skills & networks).	
I am dependent, unwilling and unable to manage my wellbeing and income.	
Village:	Gender: Male/Female

Pro-forma for measuring participant perception of livelihood by gender and location.

GOAL: To contribute to rural development, governance and poverty reduction in Quang Ngai Province	
Indicator: Participant perception of their livelihood	Scaling: (tick the box that best describes your perception)
I am healthy and secure, and have a predictable income. I use services and resources that I need to achieve the plan I have for my future.	
I am healthy and secure, and have the skills needed to provide a predictable income. I have access to reliable services and resources that I need to achieve the plan I have for my future.	
I am healthy and secure, and have many of the skills needed for a predictable income but I am not confident that the services and resources I need for my future are available.	
I am usually healthy and my income is predictable but I am not sure what the future holds for me.	
I am rarely healthy and have unpredictable income that does not allow me to plan for the future.	
Village:	Gender: Male/Female

Pro-forma for measuring participant perception of HH income by gender and location.

GOAL: To contribute to rural development, governance and poverty reduction in Quang Ngai Province	
Indicator: Participant perception of their HH income	Scaling: (tick the box that best describes your perception)
My household income has improved through participation in QNRDP activities and I have enough money to educate my children and have choices available to me.	
My household income has improved through participation in QNRDP activities and I am no longer counted as a “poor household” by the CPC.	
My household income has improved through participation in the activities of QNRDP.	
My household income has not changed as a result of QNRDP.	
My household income has declined as a result of participating in QNRDP activities.	
Village:	Gender: Male/Female

Pro-forma for measuring participant perception of sustainability by gender and location.

GOAL: To contribute to rural development, governance and poverty reduction in Quang Ngai Province	
Indicator: Participant perception of their sustainability	Scaling: (tick the box that best describes your perception)
I manage an annual cycle of activities that improve my livelihood, income and the natural resources that I and my community manage, and I feel that we can survive major traumas in the community.	
I manage an annual cycle of activities that improve my livelihood, income and some of the natural resources that my family and I manage.	
I manage an annual cycle of activities that improve my livelihood, income and some of the resources I manage.	
I am involved in some-hoc income improving activities.	
I am not involved in any activities that improve my income.	
Village:	Gender: Male/Female

Annex 5

Operations manual for monitoring & evaluation databases

Annex 5: Operational manual for monitoring and evaluation databases

This annex will be completed by the MEGO with support and supervision from the PDA, MEA and Data base specialists and added to this document by the end of March 2003.

Annex 6

Operations manual for monitoring & evaluation GIS

Annex 6: Operational manual for monitoring and evaluation GIS

This annex will be completed by the MEGO with support and supervision from the PDA, MEA and Data base specialists and added to this document by the end of March 2003.

Annex 7

**Example of proposed
progress report format
from Phase 1 data**

Quang Ngai Rural Development Program (QNRDP) - Phase 2



VIET NAM-AUSTRALIA

Pro Forma Progress Report

December 2002

for AusAID

**Prepared by
URS Sustainable Development in association with Brown & Root
and World Wide Project Management Services
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ANNEXES

- 1 Progress summary data from Phase 1 activities

Acronyms

AEZ	Agro-Ecological Zone
AMB	Activity Monitoring Brief
AMC	Australian Management Contractor
AOP	Annual Operating Plan
APD	Australian Program Director
AsDB	Asian Development Bank
ATL	Australian Team Leader
AusAID	Australian Agency for International Development
CBO	Capacity Building Officer
CBSS	Capacity Building Scoping Study
CCG	Commune Contact Group
CPC	Commune People's Committee
CPV	Communist Party of Viet Nam
DARD	Department of Agriculture and Rural Development
DCG	District Contact Group
DDO	District Development Officer
DOLISA	Department of Labour, Invalids and Social Affairs
DOSTE	Department of Science, Technology and Environment
DPC	District People's Committee
DPI	Department of Planning and Investment
EIA	Environmental Impact Assessment
EI&MISS	Environmental Impact & Management Issues Scoping Study
EMG	Environmental Management Guideline
EMP	Environmental Management Plan
FA	Farmer's Association
FCB	Focused Capacity Building
FCO	Finance and Credit Officer
GAD	Gender and Development
GDP	Gross Domestic Product
GIS	Geographical Information System
GOA	Government of Australia
GOV	Government of Vietnam
GSDSS	Gender and Social Development Scoping Study
GSO	General Statistical Office
HASD	Highland Agricultural and Social Development Project

HCMC	Ho Chi Minh City
HH	Household
HRD	Human Resource Development
IASS	Institutional Arrangements Scoping Study
I/EO	Infrastructure and Environment Officer
IFAD	International Fund for Agricultural Development
IT	Information Technology
KRA	Key Results Areas (AusAID)
M&E	Monitoring and Evaluation
MARD	Ministry of Agriculture and Rural Development
MEA	Monitoring and Evaluation Advisor
MEGO	Monitoring & Evaluation/GIS Officer
MIS	Management Information System
MOLISA	Ministry of Labour, Invalids and Social Affairs
MOSTE	Ministry of Science, Technology and Environment
MPI	Ministry of Planning and Investment
MYOB	Mind Your Own Business (accounting software)
NGA	Non Government Agency
NGO	Non Government Organisation
O&M	Operations and Maintenance
ODA	Overseas Development Assistance
PA	Problem Analysis
PC/PA/PS	Problem Census/Problem Analysis/Problem Solving
PAPSP	Philippines Australia Support Project
PC	Problem Census
PCC	Program Coordinating Committee
PCF	People's Credit Fund
PCP	Provincial Communist Party
PC/PS	Problem Census/Problem Solving
PD	Pillars of Development
PDA	Participatory Development Adviser
PDD	Program Design Document
PEMM	Program Environmental Management Manual
PMU	Program Management Unit
PO	Program Office
PPC	Provincial People's Committee
PP	Participatory Planning

PPP	Participatory Planning Process
PRA	Participatory Rural Appraisal
PS	Problem Solving
PSC	Program Steering Committee
PSD	Program Strategy Document
QNRDP	Quang Ngai Rural Development Program
RCF	Revolving Credit Fund
RDSS	Rural Development Scoping Study
RFSSS	Rural Finance Systems Scoping Study
RIDEF	Rural Infrastructure Development Fund
RISS	Rural Infrastructure Scoping Study
SAS	Small Assistance Schemes
SPU	Strategic Planning Unit
SS	Scoping Study
SSCD	Scoping Studies Common Dossier
STE	Short Term Expert
TA	Technical Assistance
TAG	Technical Advisory Group
TB	Tuberculosis
TOR	Terms of Reference
VBARD	Vietnam Bank for Agriculture and Rural Development
VBP	Vietnam Bank for the Poor
VDP	Village Development Plan
VND	Vietnamese Dong
VPD	Vietnamese Program Director
VPDA	Vietnamese Participatory Development Adviser
VTE	Vocational and Technical Education
VTL	Vietnamese Team Leader
WTO	World Trade Organisation
WU	Women's Union

Summary

As detailed in Section 2, Problem Census (PC) meetings were held in all of the villages of each of the three Phase 1 study communes of the Quang Ngai Rural Development Program (QNRDP). These had two purposes:

- to inform the design process; and
- to develop a pilot activity program for initiation during Phase 1.

The problem census meetings were held with participants from 3298 households in Duc Phong, Tinh Tho and Son Hai communes. More than 50 workshops were conducted with participants and activity groups in the three communes and more than 35 activity group meetings were conducted with participants for demonstrations of cow fattening, well lining, women's health and sanitation activities.

As detailed in Section 3, Phase 1 activities focussed on Program design, problem census, problem appraisal and problem solving meetings as part of the Participatory Planning Process and initiating activity groups and early demonstrations. Whilst predominantly used to inform Program design, these activities also formed the foundation for seamless transition to Phase 2 implementation. This has ensured that the participants in Phase 1 realise Program benefits and achieve competencies related to the Program KRAs early in Phase 2.

As described in more detail in Section 5, activities planned for the first six months of Phase 2 are outlined in the Annual Plan and include:

- income generating activities in 3 communes from cycle 1 of the PPP;
- participatory planning in 3 new communes;
- community infrastructure development in 3 communes from cycle 1 of the PPP;
- capacity building; and
- management and monitoring.

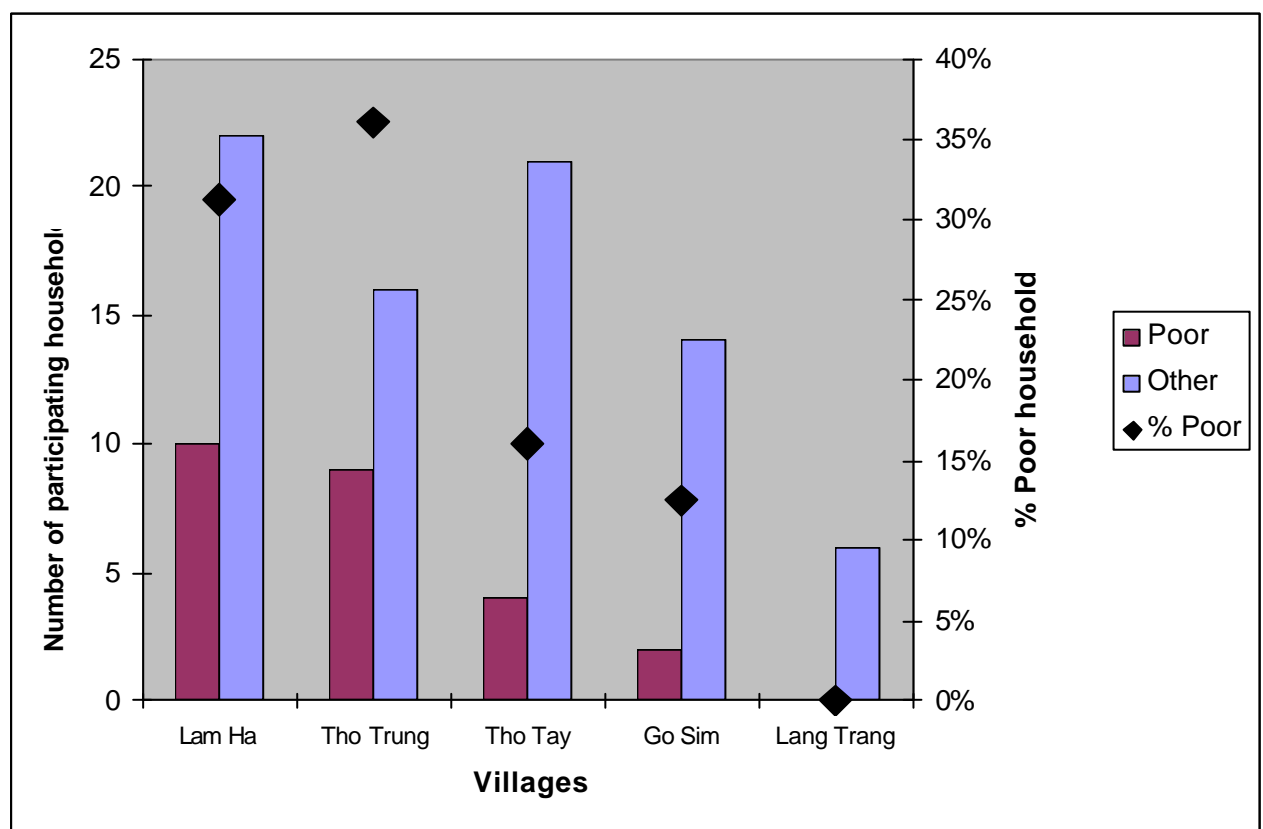
1 Main events since last report

Problem census meetings were held with participants from 3298 households in Duc Phong, Tinh Tho and Son Hai communes. This represents a participation rate of 46 percent of all households in these communes. The number of participating households defined as poor by DOLISA is presented in Chart 1.

A total of 1430 women, as either heads of households or as representatives of the heads of households, took part in the PC meetings. Consequently, 43 percent of the total number of participants in the PC meetings for the three communes were women.

More than 50 workshops were conducted with participants and activity groups in the three communes and more than 35 activity group meetings were conducted with participants for demonstrations of cow fattening, well lining, women’s health and sanitation activities.

Chart 1: Proportion of participating HH defined as poor by DOLISA



2 Output progress and issues

The PDD was completed and presented to the GoV and AusAID. Initial output measures are limited by the scope of Phase 1, but initial data relating to Program outputs from 2002 are presented in Charts 2 through to 9. A tabular summary of progress against planned outputs and Program KRAs is presented in Chart 11.

2.1 Progress

Chart 2: Proportion of commune HH participating in PPP

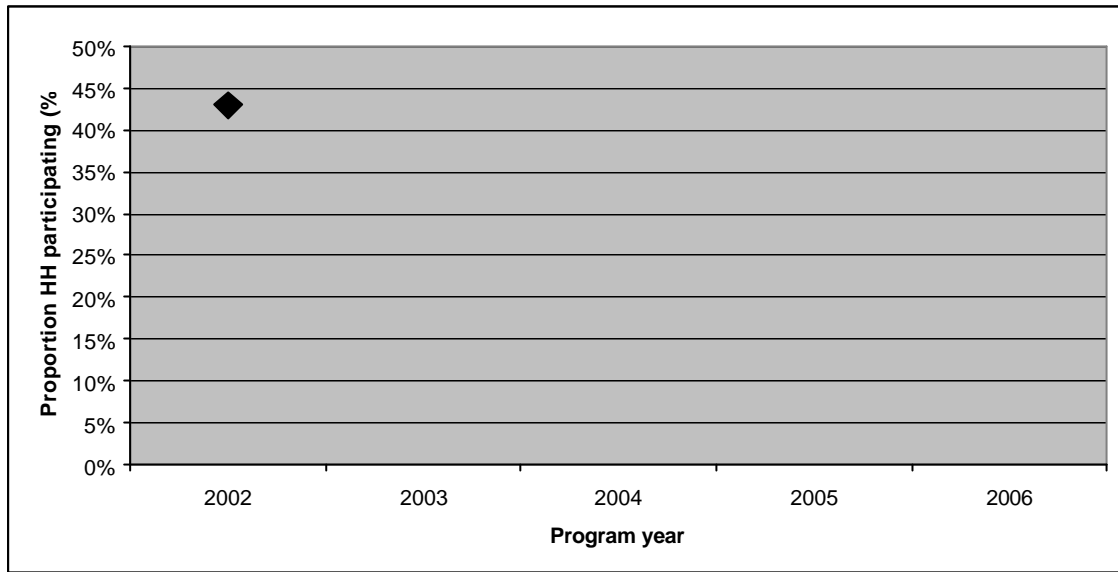
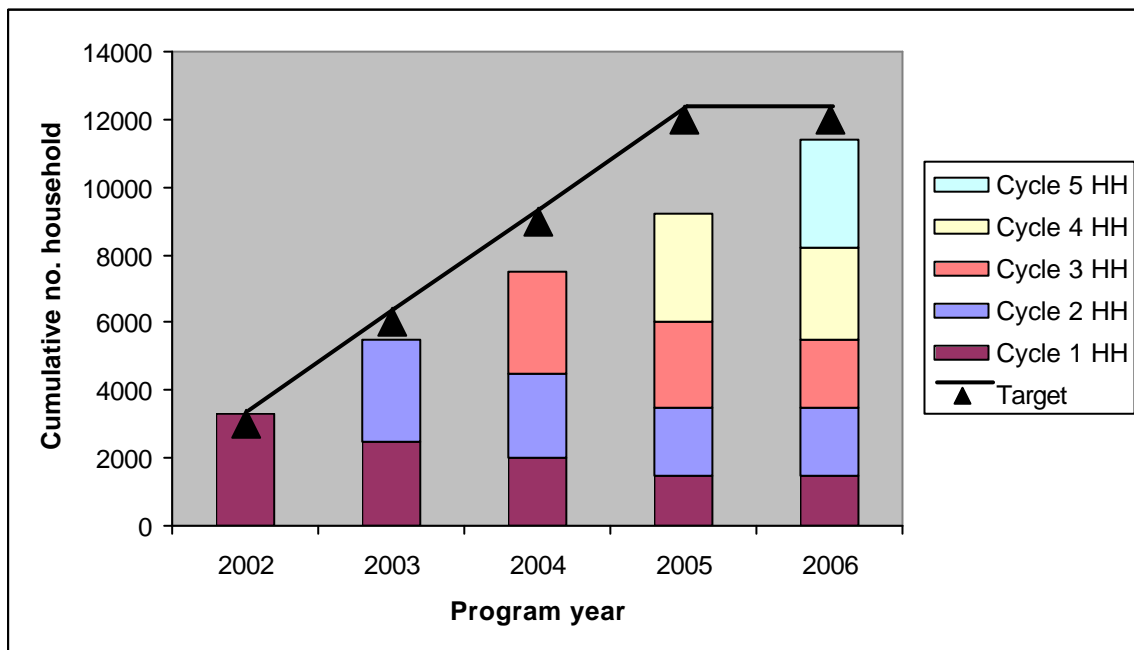


Chart 3: Cumulative number HH participating in repeat planning cycles



[DUMMY DATA AFTER 2002]

Chart 4: Proportion of HH adopting demonstrated technical packages

[NO DATA FOR 2002]

Chart 5: Proportion of HH defaulting on activity fund repayments

[NO DATA FOR 2002]

Chart 6: Proportion of activity fund budgets sourced from participants

[NO DATA FOR 2002]

Chart 7: Commune infrastructure constructed

[NO DATA FOR 2002]

Chart 8: Trends in child malnutrition indicators

[NO DATA FROM GSO FOR 2002]

Chart 9: Trends in participant perceptions

[NO DATA FOR 2002]

2.2 Issues

As shown in Chart 10, participants gave priority to problems relating to income generation. Details of the data underlying this assessment are presented in Annex 1. Given that the Program was originally identified as a rural infrastructure investment, this clear direction from participants required a new focus for the Program. This is reflected in the PDD.

Chart 10: Categorised problems - % of 1st ranked problems for Duc Phong

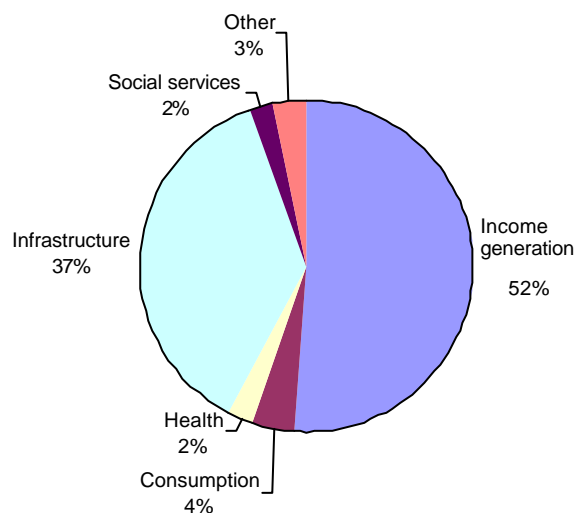


Chart 11: Summary of output progress – Phase 1

Program KRAs: [1] empowerment; [2] improved livelihoods; [3] increased incomes; and [4] sustainability.

Output	Scope	Verifiable Indicator	Progress	KRA
Output 1.1	Stakeholders' have the capacity to actively participate in activity planning processes.	<ul style="list-style-type: none"> No. GoV staff meeting capacity criteria to support participatory planning processes Trends in participant perception of empowerment Cumulative no. HH participating in repeat planning cycles 	<ul style="list-style-type: none"> 5 staff meet PC and 53 staff meet PS competencies Too early to measure 3298 HH participated in first cycle in 3 communes 	<ul style="list-style-type: none"> [1] [1] [4]
Output 1.2	Stakeholders with capacity to plan appropriate income generating activities considering technical, gender, and environmental issues; as well as off-farm income generating options and identify sources of funding for financial shortfalls.	<ul style="list-style-type: none"> Proportion of commune HH participating in planning processes Proportion of HH groups graduating to prepare annual plans independently Proportion of participating HH graduating to institutional credit 	<ul style="list-style-type: none"> 46% of all HH participated Too early to measure Too early to measure 	<ul style="list-style-type: none"> [1] [4] [4]
Output 1.3	Stakeholders with capacity to implement income generating and remunerative activities that add to livelihood diversity, stimulate the service sector, and make use of appropriate technology, financial management and sources of credit.	<ul style="list-style-type: none"> Proportion of HH adopting demonstrated technical packages Location and extent of adopted technical packages Trend in reported real HH income in participating Communes Proportion of participating HH defaulting on Activity Fund repayments 	<ul style="list-style-type: none"> Too early to measure Too early to measure Too early to measure Too early to measure 	<ul style="list-style-type: none"> [3] [3] [3] [3]
Output 1.4	Stakeholders learn lessons from implementation and reflect these in subsequent annual activity plans prepared by them.	<ul style="list-style-type: none"> No. non-program communes adopting participatory planning process for development investment Proportion of HH groups graduating to prepare annual plans independently Trends in participant perception of their HH income Activity Fund default rate Proportion of Activity Plan implementation budgets sourced from participants Trends in child malnutrition indicators No. of people in participating HH migrating seasonally for work and duration of absence 	<ul style="list-style-type: none"> Too early to measure Too early to measure Too early to measure Too early to measure Too early to measure No progress on data from GSO Not measured in Phase 1 	<ul style="list-style-type: none"> [4] [4] [3] [3] [3] [2] [2]

Output	Scope	Verifiable Indicator	Progress	KRA
Output 2.1	Small scale commune infrastructure planned and implemented.	<ul style="list-style-type: none"> Location and extent of commune infrastructure constructed Trends in participant perception of their livelihood 	<ul style="list-style-type: none"> Too early to measure Too early to measure 	[2] [2]
Output 2.2	Small scale commune infrastructure operated and maintained.	<ul style="list-style-type: none"> Proportion of commune infrastructure supported by Program reported operable & maintained Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> Too early to measure Too early to measure 	[2] [2]
Output 2.3	Stakeholders learn lessons from implementation, operation and maintenance of small scale infrastructure and reflect them in subsequent infrastructure plans.	<ul style="list-style-type: none"> Cumulative no. HH participating in repeat planning cycles Trends in participant perception of their livelihood Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> 3298 HH participated in first cycle in 3 communes Too early to measure Too early to measure 	[2] [2] [4]
Output 3.1	Government staff and other potential service providers with the capacity and motivation to actively support Program participatory planning and activity implementation by HH Groups and Communes.	<ul style="list-style-type: none"> Proportion of commune HH participating in planning processes Cumulative no. HH participating in repeat planning cycles No. GoV staff meeting capacity criteria to support participatory planning processes No. non-program communes adopting participatory planning process for development investment 	<ul style="list-style-type: none"> 46% of all HH participated 3298 HH participated in first cycle in 3 communes 5 staff meet PC and 53 staff meet PS competencies Too early to measure 	[2] [2] [4] [4]
Output 3.2	Government staff and other service providers participating in the Program have the capacity to identify and attract non-Program funding and other resources to respond to demands in activity plans prepared with poor rural communities.	<ul style="list-style-type: none"> Change in size of Activity Funds managed by Program participants Proportion of Capacity Building budgets sourced outside Program funds Proportion of Commune Infrastructure Plan implementation budgets sourced outside Program funds Proportion of Activity Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> Too early to measure Too early to measure Too early to measure Too early to measure 	[3] [1] [2] [4]

Output	Scope	Verifiable Indicator	Progress	KRA
Output 4.1	Program delivered successfully on schedule within budget.	<ul style="list-style-type: none"> · Proportion of participating HH within DOLISA definition of “poor households” · Trends in participant perception of their livelihood · Trends in participant perception of their empowerment · Proportion of Activity Plan implementation budgets sourced outside Program funds 	<ul style="list-style-type: none"> · Range 36%-0%, average over 3 communes is 24% · Too early to measure · Too early to measure · Too early to measure 	<p>[3]</p> <p>[2]</p> <p>[1]</p> <p>[3]</p>
Output 4.2	GoV counterparts at National, Provincial, District and Commune scales have ownership in the Program and actively co-direct implementation.	<ul style="list-style-type: none"> · No. non-program Communes adopting participatory planning process for development investment · Change in size of Activity Funds managed by Program participants · Proportion of Activity Plan implementation budgets sourced outside Program funds · Trends in participant perception of their empowerment 	<ul style="list-style-type: none"> · Too early to measure · Too early to measure · Too early to measure · Too early to measure 	<p>[4]</p> <p>[3]</p> <p>[4]</p> <p>[1]</p>

3 Activity progress and issues

Phase 1 activities focussed on Program design, problem census, problem appraisal and problem solving meetings as part of the Participatory Planning Process and initiating activity groups and early demonstrations. Whilst predominantly used to inform Program design, these activities also formed the foundation for seamless transition to Phase 2 implementation. This has ensured that the participants in Phase 1 realise Program benefits and achieve competencies related to the Program KRAs early in Phase 2.

Initial activity progress measures are limited by the scope of Phase 1, but initial data relating to Program outputs from 2002 are presented in Charts 12 through to 18. A tabular summary of activity progress and Program KRAs is presented in Chart 11.

3.1 Progress

Chart 12: Program workshops conducted by type

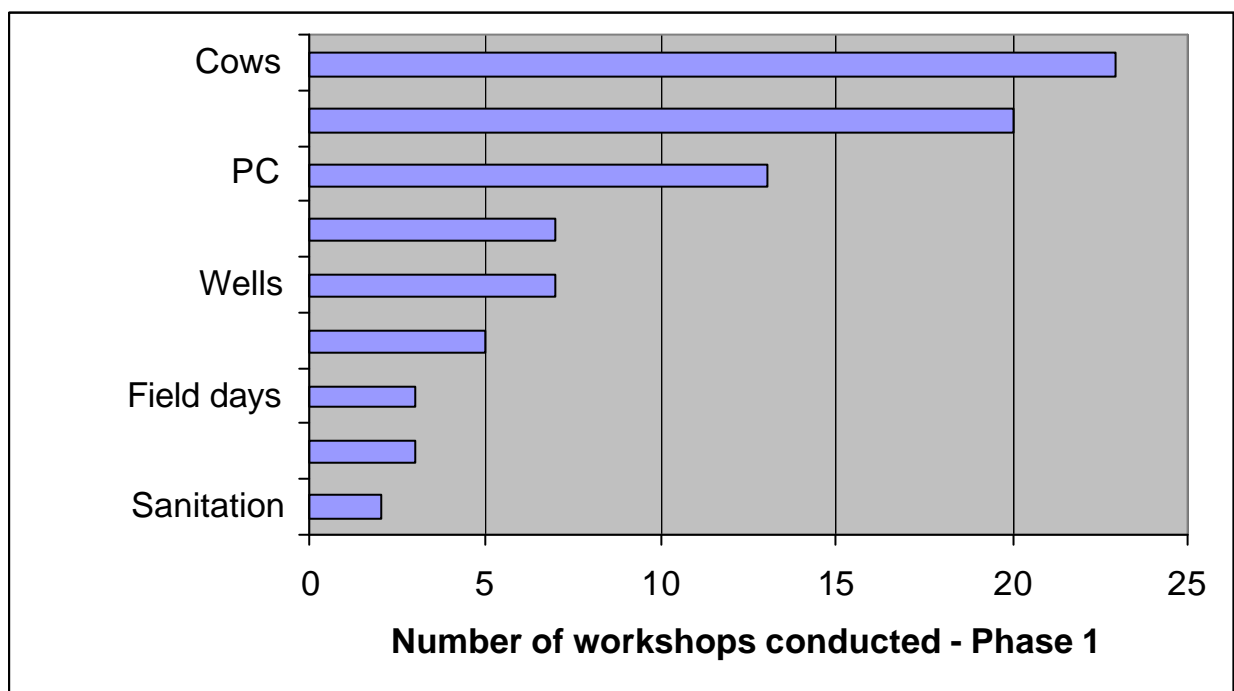


Chart 13: Activity groups established & participants – Phase 1

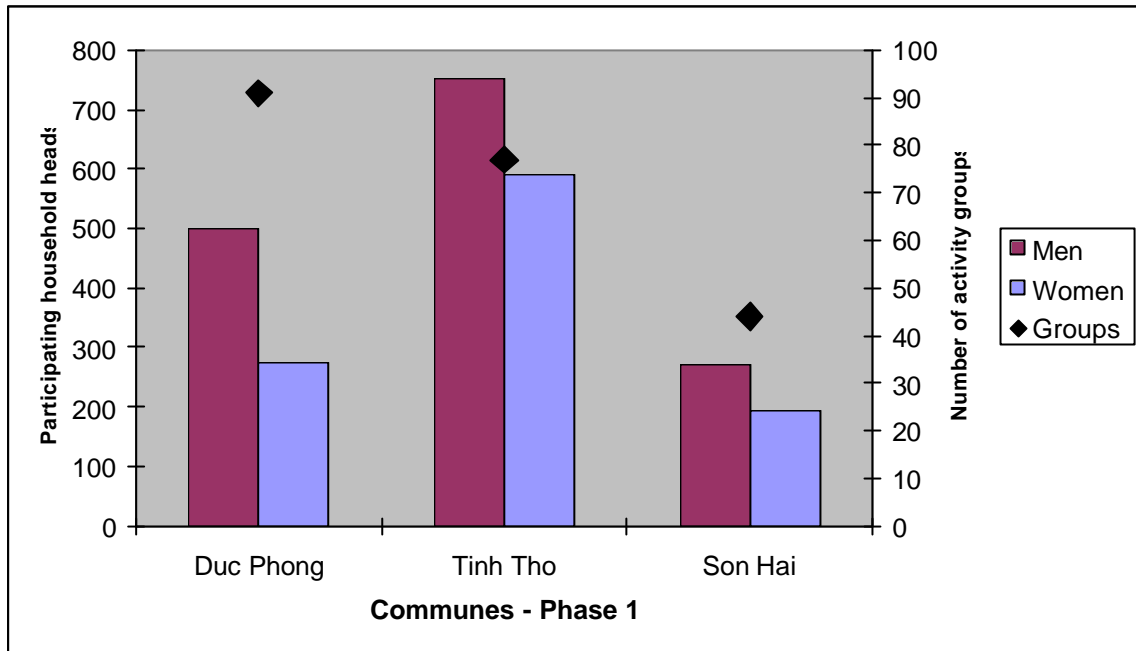


Chart 14: Training activities conducted

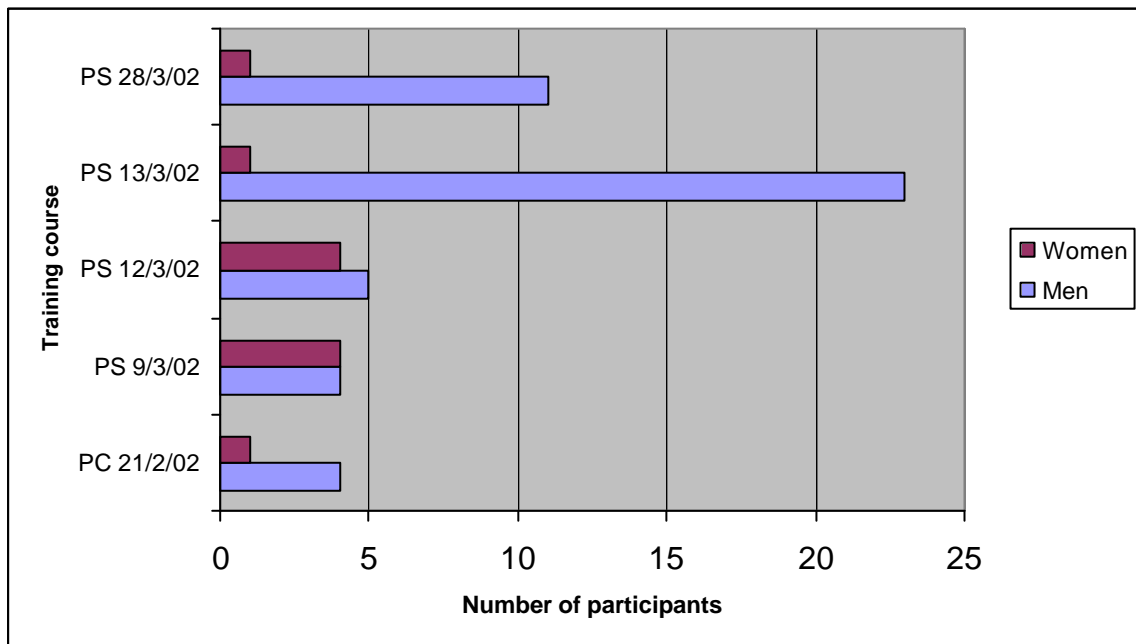


Chart 15: Example of cattle demonstration QNRDP6 - Nguyễn Thuán

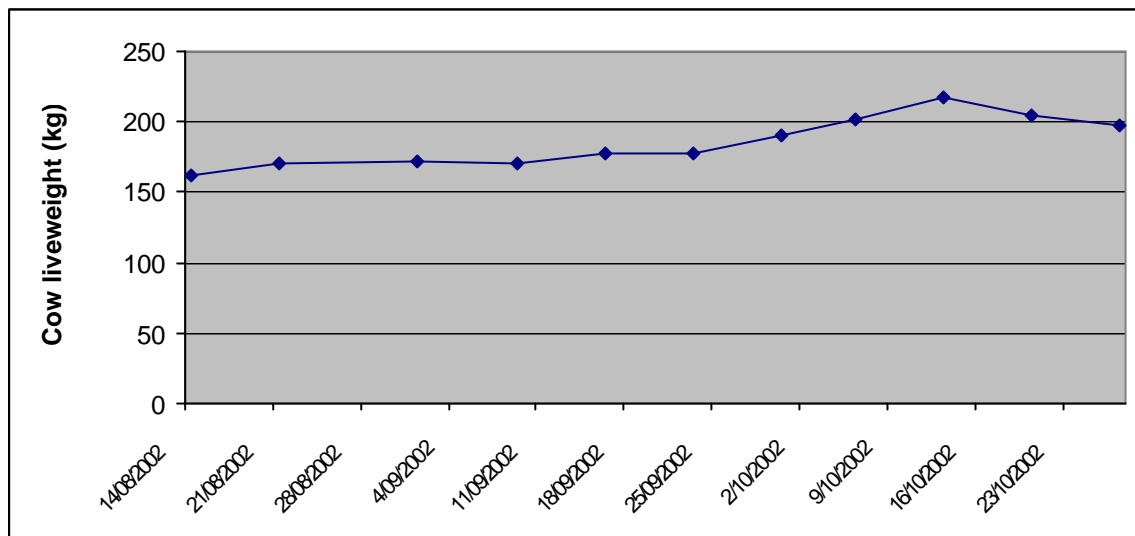


Chart 16: Number of activity plans prepared & funded

[NO DATA FOR 2002]

Chart 17: Number of demonstrations implemented by type and location

	Cow	Women's Health	Sanitation	Wells & bores	Biogas	Poultry	Fodder	Pigs
Duc Phong	4	1	1					
Tinh Tho	5							
Son Hai				3				

Chart 18: Number of Commune Infrastructure Plans prepared & funded

[NO DATA FOR 2002]

Chart 19: Summary of activity progress – Phase 1

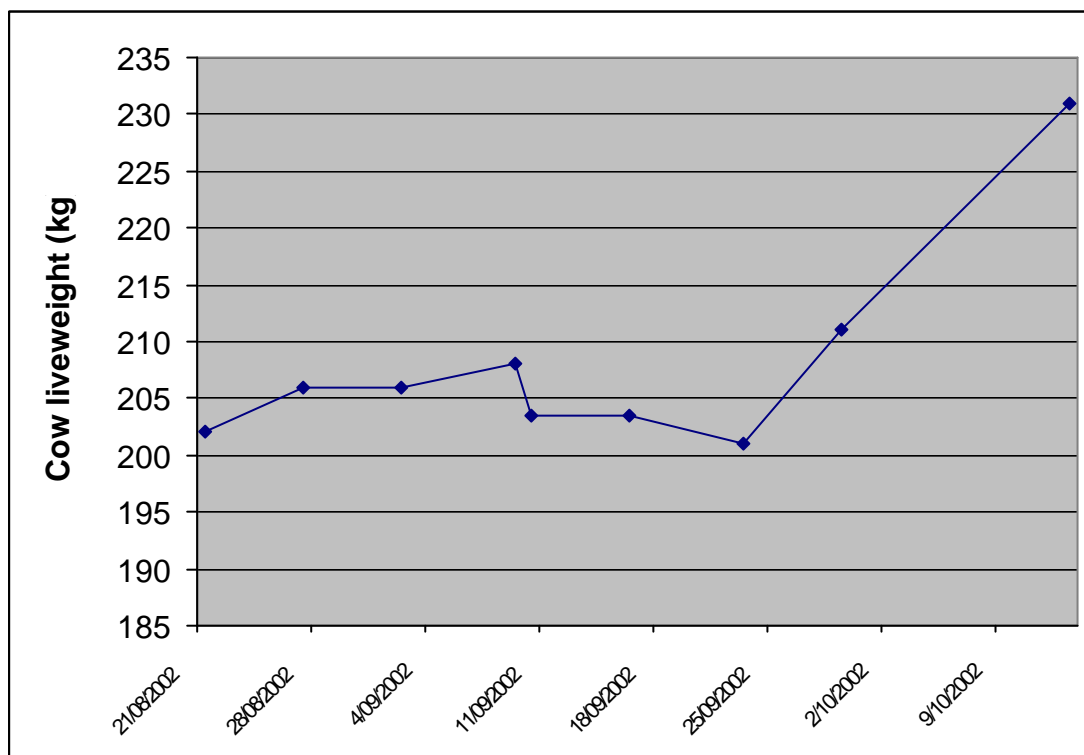
Output	Scope	Description of Activities	Progress	Issues
Output 1.1	Stakeholders' have the capacity to actively participate in activity planning processes.	<ul style="list-style-type: none"> PPP developed and implemented in 3 communes 	<ul style="list-style-type: none"> 3296 HH engaged with PPP through 13 PC and 20 PA/PS meetings 	<ul style="list-style-type: none"> Need to engage DARD in PPP process Need to better target poor Households
Output 1.2	Stakeholders with capacity to plan appropriate income generating activities considering technical, gender, and environmental issues; as well as off-farm income generating options and identify sources of funding for financial shortfalls.	<ul style="list-style-type: none"> PC and PS meetings in 3 communes result in activity groups, activity plans and infrastructure plans for Phase 2 	<ul style="list-style-type: none"> 3296 HH engaged with PPP through 13 PC and 20 PA/PS meetings 	<ul style="list-style-type: none"> Need to engage DARD in PPP process Need to better target poor Households
Output 1.3	Stakeholders with capacity to implement income generating and remunerative activities that add to livelihood diversity, stimulate the service sector, and make use of appropriate technology, financial management and sources of credit.	<ul style="list-style-type: none"> Demonstrations, field days and on-the-job training conducted during Phase 1 	<ul style="list-style-type: none"> More than 50 demonstrations and field days conducted during Phase 1 1 PC and 4 PA/PS training workshops conducted during Phase 1 	<ul style="list-style-type: none"> Need to engage DARD in PPP process Need to better target poor Households
Output 1.4	Stakeholders learn lessons from implementation and reflect these in subsequent annual activity plans prepared by them.	<ul style="list-style-type: none"> Early lessons noted and integrated into PDD 	<ul style="list-style-type: none"> PDD refined and delivered September 2002 	<ul style="list-style-type: none"> No issues
Output 2.1	Small scale commune infrastructure planned and implemented.	<ul style="list-style-type: none"> Infrastructure solutions to priority problems identified in PC meetings developed during PA/PS meetings 	<ul style="list-style-type: none"> Initial group meetings re women's health, sanitation, wells and sand filters conducted in selected villages 	<ul style="list-style-type: none"> Need to better target poor Households
Output 2.2	Small scale commune infrastructure operated and maintained.	<ul style="list-style-type: none"> No activities in reporting period 	<ul style="list-style-type: none"> No activities in reporting period 	<ul style="list-style-type: none"> No activities in reporting period
Output 2.3	Stakeholders learn lessons from implementation, operation and maintenance of small scale infrastructure and reflect them in subsequent infrastructure plans.	<ul style="list-style-type: none"> No activities in reporting period 	<ul style="list-style-type: none"> No activities in reporting period 	<ul style="list-style-type: none"> No activities in reporting period

Output	Scope	Description of Activities	Progress	Issues
Output 3.1	Government staff and other potential service providers with the capacity and motivation to actively support Program participatory planning and activity implementation by HH Groups and Communes.	<ul style="list-style-type: none"> · Skill gap analysis initiated with DPI counterparts and capacity building initiated with on-the-job training 	<ul style="list-style-type: none"> · Skill gap analysis initiated with DPI counterparts and capacity building initiated with on-the-job training 	<ul style="list-style-type: none"> · Need to engage DARD for income generating activities
Output 3.2	Government staff and other service providers participating in the Program have the capacity to identify and attract non-Program funding and other resources to respond to demands in activity plans prepared with poor rural communities.	<ul style="list-style-type: none"> · No activities in reporting period 	<ul style="list-style-type: none"> · No activities in reporting period 	<ul style="list-style-type: none"> · No activities in reporting period
Output 4.1	Program delivered successfully on schedule within budget.	<ul style="list-style-type: none"> · Program design and preparation of PDD and related documents 	<ul style="list-style-type: none"> · PDD delivered on time and within budget 	<ul style="list-style-type: none"> · New ATL and PMO staff need to bed down before Tet
Output 4.2	GoV counterparts at National, Provincial, District and Commune scales have ownership in the Program and actively co-direct implementation.	<ul style="list-style-type: none"> · PCC and PSG meetings and regular participation by VTL, CPC in participating communes and some DPI staff 	<ul style="list-style-type: none"> · 2 PCC and 2 PSG meetings held during Phase 1 	<ul style="list-style-type: none"> · Need to better engage DARD and Provincial leaders

3.2 Issues

Chart 20 shows the dramatic impact that feeding regime has on liveweight gain in cattle. In this example the cow was losing weight until an adult took over responsibility for feeding the cow from his child on 21 September. The increased volume and quality of feed had immediate benefits. The lessons learned from this early experience include the need for adult participants to have sufficient time to manage the feeding of cows to ensure correct quantity and quality of feed for optimal growth. In particular this recognises that in upland areas it requires an adult to collect enough feed to meet the daily ration needs of a fast growing cow.

Chart 20: Example of cattle demonstration QNRDP11 - Ảnh Vân Hoành



4 Lessons learned and recommendations

The key lessons learned during Phase 1 include:

- need to engage all counterpart agencies to ensure sustainable implementation;
- need to focus on income generating activities to meet priority needs of participants; and
- need for adult labour to ensure effective growth of cow live weight in cattle fattening activities.

5 Planned activities for next period

Activities planned for the first six months of Phase 2 are outlined in the Annual Plan and include:

- **Income generating activities in 3 communes from cycle 1 of the PPP** – cattle fattening, pig fattening, poultry raising, fodder cropping, fish raising with activity groups using demonstrations and farmer field days. These activities relate to Component 1.
- **Participatory planning in 3 new communes** – initiating PPP with three new communes and households in cycle 2 with meetings with the CPC then problem census, problem appraisal and problem solving meetings with participating households. These activities relate to Component 1.
- **Community infrastructure development in 3 communes from cycle 1 of the PPP** – wells and bathrooms, sand filters, toilets and bathrooms, women's health models, bores, biogas generators, access roads, and power supplies with HH group meetings, planning and design, contract establishment with contractors and monitoring of construction. These activities relate to Component 2.
- **Capacity building** – training of staff (induction of CBO, FCO, MEGO, IEO and new DDOs), counterparts from DPI and DARD, and commune officials with training needs assessment and outsourced capacity building. These activities relate to Component 3.
- **Management and monitoring** – appointment of counterparts and recruitment of full complement of staff as well as establishment of operating systems and securing offices in 6 districts as well as installing and operating the DBMS/GIS system Program for monitoring and evaluation. These activities relate to Component 4.

6 Information and attachments

There is no additional information or attachments to this Progress Report.

In future photographic evidence of activities will be included here.

Annex 1

Progress summary data from Phase 1 activities

Summary statistics of PC meetings

Duc Phong Commune consists of five villages as shown in the Table 3(a) below.

Table 3(a): Summary statistics for PC meetings held in Duc Phong Commune, Mo Duc District, Quang Ngai Province

Village	Totals	Thach Thang	Lam Ha	Lam Thuong	Van Ha	Chau Me
Population	17098	4418	3270	2788	3703	2919
No of Households	3977	979	714	721	831	732
No of poor households in village	1348	311	303	252	301	181
% poor households in village	33.9	31.8	42.4	35	36.2	24.7
Date of PC meeting		25-01-02	26-01-02	27-01-02	28-01-02	29-01-02
No of groups taking part in PC meeting	77	25	19	18	15	14
No of male HoH ¹ or reps of HoH at PC meetings	964	294	195	195	180	100
No of Female HoH or reps of HoH at PC meetings	629	152	114	155	86	122
Total no of participating households	1593	446	309	350	266	222
% participation	40.1	45.6	43.3	48.5	32.0	30.3
no of problems recorded	926	200	165	200	187	173

¹ HoH = Head of Household

Tinh Tho Commune consists of five villages as shown in the Table 3(b) below.

Table 3(b): Summary statistics for PC meetings held in Tinh Tho Commune, Son Tinh District, Quang Ngai Province

Village	Totals	Tho Tay	Tho Trung	Tho Bac	Tho Nam	Tho Dong
Population	12374	2995	2932	2946	1975	1526
No of Households	2667	634	640	647	420	326
No of poor households in village	483	154	100	76	88	65
% poor households in village	18.5	24.3	15.6	11.7	21.0	19.9
Date of PC meeting		21-Feb-02	23-Feb-02	22-Feb-02	24-Feb-02	24-Feb-02
No of groups taking part in PC meeting	77	22	18	22	8	7
No of male HoH ¹ or reps of HoH at PC meetings	705	232	180	187	46	60
No of female HoH or reps of HoH at PC meetings	645	174	131	198	92	50
No of Households participating in PC Meetings	1350	406	311	385	138	110
% of households participating	50.6	64.0	48.6	59.5	32.9	33.7
no of problems recorded	792	240	182	206	93	71

¹ HoH = Head of Household

Son Hai Commune consists of four villages as shown in the Table 3(c) below.

Table 3(c): Summary statistics for PC meetings held in Son Hai Commune, Son Ha District, Quang Ngai Province

Village	Totals	Ta Pia	Go Sim	Ta Mac	Lang Lanh
Population	2546	458	692	485	911
No of Households	545	89	159	101	196
No of poor households in village	349	62	87	55	145
% poor households in village	63.2	69.7	54.7	54.5	74
Date of PC meeting		26-02-02	26-02-02	27-02-02	28-02-02
No of groups taking part in PC meeting	33	7	8	5	13
No of male HoH ¹ or reps of HoH at PC meetings	199	43	47	26	83
No of Female HoH or reps of HoH at PC meetings	156	35	34	24	63
Total no of participating households	355	78	81	50	146
% participation	65.0	87.6	50.9	49.5	74.5
no of problems recorded	701	130	225	93	253

¹ HoH = Head of Household