

Monitoring and Evaluation Plan

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Young Power in Social Action (YPSA)

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Introduction

Monitoring and Evaluation (M&E) is very much important for YPSA to see the achievement of set targets. For instance, by monitoring the intervention it is easily understandable whether strategic changes need to be made or act accordingly. By reviewing milestones and final outcomes of our different interventions applying M&E, YPSA can assess its progress and prove accountability to stakeholders, upon which further collaborations could be strengthened with the potential partners. As such, developing a strong M&E plan is of vital importance. However, Monitoring and evaluation are separate practices dedicated to the assessment of YPSA for its overall performance. YPSA considers Monitoring is a systematic and long-term process that gathers information in regard to the progress made by an intervention. Evaluation is time specific and it's performed to judge whether a project has reached its goals and delivered what is expected according to its original plan.

Understanding YPSA Monitoring and Evaluation plan

Monitoring will be understood in this document as the program management activity to record the state of the program implementation as opposed to the planned standard. In other words, monitoring will mean the recording of the possible deviation from the actual status of the implementation of the plan, or Monitoring is the process of gathering and analyzing data on the progress of ongoing program activities and providing feedback information to program management for taking corrective action. Evaluation is a process of periodic assessment of relevant performance, efficiency and impact of the project/program activities in relation to stated objectives. Evaluation concerns that have benefited? How much and in what manner? Why? Evaluation is carried out during implementation, at completion, or several years after completion (an impact study).

Although monitoring and evaluation are said to have different meanings, they are integrated as a concept and such will be understood together. In short, Monitoring will be understood as a process to follow up on whether the program is implemented in the right direction and evaluation will be understood as mechanisms to assess whether the right program is undertaken for target people.

Objectives of the M&E Plan of YPSA

YPSA has its own necessity to do the M&E plan. The M&E plan has four key objectives

- Observing regular organizational programs against its planned interventions as a part to monitor the execution status of themes and to ensure that all risks and issues relating to the interventions are being managed adequately.
- Providing support to the delivery of the projects/programs/ assignments in the most effective manner and identifying gaps to contribute to achieving the strategic objectives.
- To provide assurance to the donors/ partner organizations as commissioner of the project/programs that the objectives have been achieved as per the contract
- To document lessons learned for future planning and way forward

Background of YPSA

The youth community makes up half of the world's population. With a view to creating worldwide awareness about this youth community and to ensure youth participation in development programs, the UN General Assembly on 3rd November 1978, according to its resolution no. 33/7, declared the years 1981-90 as **Youth Decade** and 1985 as **International Youth Year**. Being inspired by the spirit of International Youth Year some socially conscious youths of Sitakund Upazilla under Chattogram District of Bangladesh began to motivate and organize the youth community to establish a development organization. In this way on **20th May 1985** by active initiation of the socially conscious youth, a social development organization called **YPSA** (Young Power in Social Action) began its course of participation in the development process. In the meantime, YPSA achieved Special Consultative Status with the United Nations Economic and Social Council (UN-ECOSOC) in 2013 and has been contributing to national goals for making a difference in the lives of the population since its establishment in 1985.

YPSA Vision

YPSA Envisions a society with poverty where every one's basic needs and rights are ensured

Mission of YPSA

YPSA exists to participate with the poor and vulnerable population with all commitment to bring about their own and society's sustainable development.

Major Program themes of YPSA

There are major six program themes of YPSA, based on which all project and programs are implemented, which as follows;

Theme 1: HEALTH

Goal: Improve the health care service system to reduce health risks and vulnerability in the community

Objectives:

- Improve access to health care services and support systems
- Strengthen the sexual and reproductive health care services including family planning, maternal and child health care system.
- Strengthen quality and equitable access to water, sanitation and hygiene
- Strengthen nutrition specific interventions
- Empower poor and vulnerable people to deal with different health related problems through capacity development initiative

Theme 2: EDUCATION

Goal: Promote inclusive and equitable quality education for all.

Objectives:

- Increase coverage of the children's school enrolment and completion rate of pre-primary and primary education in both rural and urban settings
- Increase literacy rate among marginalized groups
- Increase relevant skills including technical and vocational skills for employment, decent jobs and entrepreneurship for youth, adults and vulnerable groups.
- Ensure inclusive education for the persons with disabilities and other vulnerable groups

Theme 3: HUMAN RIGHTS AND GOOD GOVERNANCE

Goal: Promote peaceful society, access to justice for all and responsive, effective and accountable institutions that promote the social cohesion.

Objectives:

- Strengthen people's voices and capacity to uphold human rights
- Promote active citizenship and access to justice
- Ensure inclusive public services to the poor and disadvantaged population
- Promote enabling and equitable environment for all
- Improve accountable, justice and transparent governance system.

Theme 4: ECONOMIC EMPOWERMENT

Goal: Promote sustainable and inclusive economic empowerment for target communities as a means of poverty alleviation

Objectives:

- Enhance easily accessible, cost effective and sustainable financial services to the poor and vulnerable people
- Promote inclusive financing
- Increase the income level of people involving them in income generating activities.
- Uphold sustainability of interventions through initiating different social business enterprises.

Theme 5: ENVIRONMENT AND CLIMATE CHANGE

Goal: Promote appropriate resilient mechanisms and environment management systems for mitigation and adaptation to climate change.

Objective:

- Reduce the vulnerability of the population to the impact of climate change.
- Enhance the innovative and sustainable adaptation strategies and methods to protect people and the environment from hazards caused by climate change.
- Strengthen integrated initiatives for environmental restoration and conservation

Theme 6: DISASTER RISK REDUCTION AND HUMANITARIAN RESPONSE

Goal: Reduce the vulnerability and risk of people to the effects of natural, environmental and human-induced hazards and promote an efficient humanitarian response management system

Objective:

- Increase preparedness, response capabilities and resilience of the communities to cope with shocks and stresses of disaster and humanitarian crises situation
- Promote the efficient mechanism and system for minimizing the effects of the disaster
- Response to high humanitarian needs, including in food assistance, health, nutrition, WASH, shelter, education in emergencies, and response to suddenly arising needs

Theme wise Monitoring and Evaluation Framework

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Thematic Area 1: Health					
Impact-1: Improved the health care service system to reduce health risks and vulnerability in the community	• % of functional pro-people health care service system • Reduced rate (%) of communicable and non-communicable disease	• National Level Research or Survey report • SDG midterm Achievement Report on Bangladesh • Local level Government and local elected body • Stakeholder of the working areas	Every five years	• Secondary Data analysis • FGD • Interviews • Formal Assessment	• Impact Assessment Report
Outcome 1.1: Improved access to health care	% of the poor people got access to health care services	• Stakeholder of the working areas • Target	In every 2.5 years	• Interview • Focus Group Discussion	• Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
services and support systems	% of the vulnerable group of people (youth, women, elderly, adolescent, PwDs, ethnic community) got access to health care services # of health care support systems developed for the poor and vulnerable group of people	Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data		- Formal/Informal survey - Key Information Interview (KII)	
Output 1.1.1: Health care services related information sharing sessions arranged for the community people on well-being of health, Covid-19, HIV/AIDS, TB, Malaria, Autism, Mental health, Physiotherapy and Geriatric Care	# of information sharing sessions for the community people arranged # of the people attended in the information sharing sessions	Register, attendance Sheet, event report, banner, photograph	Quarterly	Physical monitoring, observation, register and attendance sheets tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 1.1.2: Sensitization meetings with the relevant government departments and other NGOs	# of sensitization meetings # of GO and NGO participants attended the sensitization meetings	Register, attendance Sheet, event report, banner, photographs	Quarterly	Physical monitoring, observation, register and attendance sheets tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 1.1.3: Capacity building trainings arranged to the health care service providers to provide guidance and set standards	# of capacity building trainings arranged # of health care service providers trained in the capacity building trainings	Attendance Sheet, event report, banner, register	Quarterly	Physical monitoring, documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 1.1.4:	# of satellite clinics established for the	Satellite clinic list, patients list of	Quarterly	Field visit, physical	Quarterly Report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Satellite clinics established for the marginalized people	marginalized people # of marginalized people took services from the satellite clinics	the marginalized people		verification, Documents review & report collection n	Quarterly Factsheet
Output 1.1.5: Advocacy meetings with the health care service providers arranged for quality health care support system	# of advocacy meetings with the health care service providers arranged # of health care service providers attended the advocacy meetings	Attendance Sheet, event report, photographs	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 1.2: Strengthened sexual and reproductive health care services including family planning, maternal and child health care system	% of women and children received maternal and child health care % of people know about the importance of family planning and maternal & child health care % of people received family planning health care services % of youth and adolescents are aware on sexual and reproductive health	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 1.2.1: Awareness sessions arranged with youth and adolescents (boys and girls) on reproductive health	# of awareness sessions for youth and adolescent boys and girls arranged # of youth and adolescent boys and girls attended awareness sessions	Attendance lists, event reports, pre and post assessment questionnaire	Quarterly	Physical verification, monitoring, documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 1.2.2 School-based awareness	# of school-based awareness sessions arranged # of school children attended the awareness	Attendance lists, event reports, pre and post assessment	Quarterly	Physical verification, monitoring, documents tracking & report	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
sessions	sessions	questionnaire		collection	
Output 1.2.3: Awareness sessions with the newly wed couples, first time parents and pregnant women	# of awareness sessions arranged # of newly wed couples, first time parents and pregnant women attended the awareness sessions	Attendance lists, event reports, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.2.4: Sensitization meetings with the officials of relevant government departments and other NGOs arranged	# of sensitization meetings arranged # of GO and NGO participants attended the sensitization meetings	Attendance lists, event reports, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.2.5: Advocacy meetings with the health service providers and relevant stakeholders arranged on SRH and FP	# of advocacy meetings arranged for the health service providers and others stakeholders on SRH and FP # of health service providers and others stakeholders attended the advocacy meeting on SRH and FP	Attendance lists, event reports, register, photographs, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.2.6: Capacity building trainings arranged for the people/ service providers on SRH and FP contents	# of service providers trained on SRH and family planning (FP) contents # of people trained on SRH and FP contents	Training registers, attendance lists, banner, photograph, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.2.7: Satellite clinics established	# of satellite clinics established #of people received services	Satellite clinic lists, service receiver lists	Quarterly	Physical verification, observation, field visit, monitoring, Documents	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
	from the satellite clinics			review & report collection	
Output 1.2.8: Referral services established	# of people referred to the health complex	List of the people referred	Quarterly	Physical verification, monitoring, documents tracking & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 1.3: Strengthened quality and equitable access to water, sanitation and hygiene	% of people avail safe drinking water % of people use hygienic latrines % of people adept hygienic practices	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 1.3.1: Awareness sessions on safe drinking water, hygiene practices and safe disposal system arranged	# of people attended the session on safe drinking water, hygiene practice and safe disposal system	Training registers, attendance lists, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.3.2: Pure drinking water points installed	# of pure drinking water points installed	List of locations of water points	Quarterly	Physical verification, monitoring, field visit, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.3.3: Hygienic latrines installed	# of hygienic latrines installed	List of locations of hygienic latrines	Quarterly	Physical verification, monitoring, field visit, Documents review & report collection	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Output 1.3.4: Soap and hygiene kits distributed	# of soaps and hygiene kits distributed	Distribution List	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.3.5: Networking, advocacy and partnership with the government for installing safe drinking water points and hygienic latrines for the vulnerable community	# of pure drinking water points and hygienic latrines installed through the government's collaboration	Register	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 1.4: Strengthened nutrition specific interventions.	% of school women leading healthy life % of women give birth to a healthy baby % of school children having standard nutrition based diet % of community people having standard nutrition based diet	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 1.4.1: Maternal nutrition awareness session arranged	# of pregnant women attended maternal nutrition awareness sessions	Register, attendance list	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.4.2: Awareness sessions on immunization and	# of women vaccinated # of infants vaccinated # of adolescent girls (below	Lists of the women/infants/adolescent girls (below age 18)	Quarterly	Physical verification, monitoring, short survey, Documents	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
vaccination arranged	age 18) vaccinated	vaccinated		review & report collection	
Output 1.4.3: Community-based nutrition education sessions for school children and household women arranged	# of school children attended the sessions # of household women attended the sessions	Registers, attendance lists	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.4.4: Distributed/arranged nutrient food for children and women	# of children provided nutrient food # of women provided nutrient food	Distribution registers	Quarterly	Physical verification, monitoring, short survey, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 1.4.5: Surveillance and screening of malnutrition and infant mortality	% of malnutrition and infant mortality rate	Hospital records, government data	Quarterly	Documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Outcome 1.5: Enhanced capacity of the poor and vulnerable people to deal with different health related problems	% of poor and vulnerable people dealing effectively with different health related problems % of tobacco farmers engaged with alternative income generation % of sex workers received the health services % of IDUs received health services	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 1.5.1: Arranged Behavior adoption sessions with poor	# of behavior adoption sessions with poor and vulnerable people	Registers, attendance lists, pre and post assessment	Quarterly	Physical verification, monitoring, Documents review & report	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
and vulnerable people	# of poor and vulnerable people attended the behavior adoption sessions	questionnaires		collection	
Output 1.5.2: Alternative livelihood training programs for the tobacco farmers arranged	# of tobacco farmers trained on alternative livelihood training programs	Training registers, attendance lists, photographs	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 1.5.3: Awareness programs with sex workers arranged	# of awareness programs arranged for sex workers # of sex workers attended the awareness programs	Registers, attendance list, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 1.5.4: Awareness programs with IDUs arranged	# of awareness programs arranged for IDUs # of IDUs attended the awareness programs	Registers, attendance list, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 1.5.5: Capacity development programs for IDUs and sex workers arranged	# of IDUs attended the capacity development programs # of sex workers attended the capacity development programs	Registers, attendance list, event report, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 1.5.6: Needles and syringes exchanges programs arranged	# of needles and syringes exchanged # of sex workers attended the needles and syringes exchange programs	Registers, attendance list, event report, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 1.5.7: Awareness sessions with manufacturing	# of manufacturing factory workers attended in the Awareness sessions at	Registers, attendance list, event report	Quarterly	Physical verification, monitoring, Documents review & report	• Quarterly Report • Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
factory workers to ensure their safety and safe health	workplace			collection	
Thematic Area 2: Education					
Impact-2: Increased literacy rate and upheld inclusive and equitable quality education.	• Literacy rate • Percentage of inclusive educational institutions	• National Level Research or Survey report • SDG midterm Achievement Report on Bangladesh • Local level Government and local elected body • Stakeholder of the working areas	Every five years	• Secondary Data analysis • FGD • Interviews • Formal Assessment	• Impact Assessment Report
Outcome 2.1: Increased coverage of the children's school enrolment and completion rate of pre-primary and primary education in both rural and urban settings.	% of the children enrolled into the pre-primary and primary education in both rural and urban settings % of the children completed pre-primary education % of the children completed primary education	• Stakeholder of the working areas • Target Beneficiaries • Donors/Partners M&E report • Organizational M&E report • Project/program reports • Government Data	In every 2.5 years	• Interview • Focus Group Discussion • Formal/Informal survey • Key Information Interview (KII)	• Midterm evaluation report
Output 2.1.1: Community awareness sessions arranged	# of community people attended the community awareness sessions # of community people send their children to the pre-primary or primary schools who did not send their children before.	Registers, attendance list, photograph, banner, reports	Quarterly	Physical verification, monitoring, interview, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 2.1.2: Need-based input	# of need based input	Input support register, scholarship	Quarterly	Physical verification, monitoring,	• Quarterly Report • Quarterly

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
support/scholarships provided to the children	support given to the children # of need based scholarships given to the children	register, checklist		Documents review & report collection	Factsheet
Output 2.1.3: Advocacy meeting arranged for the School Management Committee (SMC) members	# SMC members attended in the advocacy meeting # of actions taken by the SMC members to reduce the dropout children and increase completion rate	Meeting register, Attendance lists, list of actions taken by the SMC members, checklist	Quarterly	Physical verification, monitoring, interview, report collection	- Quarterly Report - Quarterly Factsheet
Output 2.1.4: Campaigns for quality education-based curriculum arranged	# of campaigns arranged for quality education # of quality education-based curriculum developed # of YPSA funded school followed quality education	Checklist, reports, List of campaigns, copy of quality education-based curriculum	Quarterly	Physical verification, monitoring, observation, documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 2.1.5: Advanced trainings for the teachers arranged for ensuring quality education	# of the teachers participated in the advanced trainings # of the teachers implemented the advanced methods of teaching for ensuring quality education	Training registers, attendance lists, list of the teachers implemented advanced methods of teaching, checklist	Quarterly	Physical verification, monitoring, observation, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 2.2: Increased literacy rate of marginalized groups through non-formal education	% of the marginalized people got access to education	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Output 2.2.1: Need-based institutional setup for marginalized group established	# of need-based institutional setup for marginalized group	List of need based institutional setup established	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 2.2.2: Marginalized community need-based formal and non-formal education provided	# of marginalized people get formal and non-formal education	Copy of government data, project data report	Quarterly	Documents tracking, short survey, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 2.2.3: Livelihood support to the parents/guardians provided	# of parents/guardians received livelihood support	Registers, project data report	Quarterly	Physical verification, monitoring, short survey, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 2.3: Capacity developed of youth, adults and vulnerable groups through providing relevant technical and vocational skills for alternative and decent livelihood	% of youths received relevant technical and vocational skills % of adults received relevant technical and vocational skills % of vulnerable group members received relevant technical and vocational skills % of youths got employment, decent job or became entrepreneur % of adults got employment, decent job or became entrepreneur % of vulnerable group members got employment, decent job or became	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
	entrepreneur				
Output 2.3.1: Technical and vocational skill centers established and existing technical and vocational skill centers activated	# of technical and vocational skill centers established # of existing technical and vocational skill centers became functional	List of technical and vocational centers, list of functional technical and vocational skill centers, checklist	Quarterly	Physical verification, monitoring visit, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 2.3.2: TVET trainings provided	# of TVET trainings provided # of participants participated in the TVET trainings	Training registers, attendance lists, training reports, banner, photographs	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 2.3.3: Trainings provided for forming a pool of skilled trainers	# of trainings for forming the community level skilled trainers provided # of participants participated in the trainings	Training registers, attendance lists, training reports, banners, photographs, training reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 2.3.4: Linkages and networks with the government, different companies and other technical & vocational skill centers established	# of participants linked with the market or job providers # of linkages established with other technical and vocational skill centers # of youths introduced to the different networks established with the government and different companies	Registers, list of youths, list of linkages established	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 2.4: Enhanced inclusive education for all, especially for the persons with disabilities	# of educational institutes established inclusive education system % of the persons with disability got entry to inclusive educational institutions	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizationa	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
	% of the vulnerable group members got entry to the inclusive educational institutions	1 M&E report • Project/ program reports • Government Data		(KII)	
Output 2.4.1: Workshops with the teachers and SMC members of different educational institutions arranged	# of participant from relevant institutions attended in the workshop # of educational institutions had improved inclusive infrastructural setup # of actions taken by the teachers and SMC members to ensure inclusive education	Workshop registers, attendance lists, list of educational institutions having improved inclusive infrastructural setup, list of actions taken by the teachers and SMC members, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 2.4.2: Advocacy meeting with the relevant government departments	# of advocacy meetings arranged # of participant attended in the advocacy meetings # of actions taken by the relevant government departments to ensure inclusive education at community level	Meeting registers, attendance lists, list of actions taken	Quarterly	Physical verification, monitoring, observation, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Thematic Area 3: Human Rights and Good Governance					
Impact-3: Improved responsiveness of service providers' and governance status hence ensured access to justice and peaceful society.	• % of pro-people government officials and duty bearer • # of transparent and accountable government institution/ department • % of people have access to government services • % of people enjoy the rights	• National Level Research or Survey report • SDG midterm Achievement Report on Bangladesh • Local level Government and local elected body • Stakeholder	Every five years	• Secondary Data analysis • FGD • Interviews • Formal Assessment	• Impact Assessment Report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
		of the working areas			
Outcome 3.1: Strengthened people's voices and capacity to uphold human rights	# of cases of human rights violation # of cases of human rights violation resolved	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 3.1.1: Advocacy meetings with the relevant stakeholders regarding early marriage, child labor, protection of victims of human trafficking, food security and consumer rights, safe migration, rights of persons with disabilities, prevention and countering violent extremism, worker's occupational safety	# of advocacy meetings # of relevant stakeholders participated in the advocacy meetings	Meeting registers, attendance lists, photographs, meeting report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 3.1.2: Community level youth volunteer group formation for human rights awareness based	# of volunteer youth groups formed # of community-level actions taken by the youth volunteer groups	List of volunteer youth groups, list of community level actions taken by the youth volunteer groups,	Quarterly	Physical verification, monitoring, interview, report collection	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
social mobilization		checklist			
Output 3.1.3: Analysis of media news and records related to human rights violation	# of human rights violation # of actions taken to resolve human rights violation	Copy of media news articles and records analysis reports/lists	Quarterly	Physical verification, monitoring, documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Outcome 3.2: Increased participation of poor and marginalized people exercising their right to political participation, freedom of expression and information, freedom of assembly and access to justice. [Enhanced active citizenship and access to justice]	% of poor and marginalized people are aware for proactively exercise their right to political participation, freedom of expression and information, freedom of assembly and access to justice % of poor and marginalized people are exercising the freedom of political participation, freedom of expression and information, freedom of assembly and access to justice	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 3.2.1: Awareness sessions on right to political participation, freedom of expression and information, freedom of assembly and access to justice.	# of awareness sessions # poor and marginalized people participated in the awareness sessions	Registers, attendance list, photographs, event report, pre and post assessment questionnaires	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 3.2.2: Created space for the poor and	# of campaign event organized # of people participated in	List of campaign events, event reports,	Quarterly	Physical verification, monitoring, observation,	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
marginalized people to uphold citizenship and access to justice	the campaign	photographs		Documents review & report collection	
Output 3.2.3: An online based platform (website and social media) established for marginalized people to have access to information and submit complaints	# of traffic has visited online platform # of people viewed and shared the contents	Online data analytics	Quarterly	Online monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 3.3: Enhanced inclusive public services to the poor and disadvantaged population	% of population accessed to services of government and private sectors % of people reported to get responsive behavior from the service providers % of service users' satisfaction increased	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 3.3.1: Advocacy and policy lobbying meetings with different level of actors conducted	# of advocacy meeting # of participants in the advocacy meeting # of policy briefing and media report	Meeting registers, attendance lists, copy of policy briefing and media reports analysis reports	Quarterly	Physical verification, monitoring, documents tracking, report collection	- Quarterly Report - Quarterly Factsheet
Output 3.3.2: Sensitization meetings with the service providers	# of sensitization sessions # of participants in the sensitization sessions # of service providers showed increased interest to	Registers, attendance lists, pre and post assessment scores, event report, photograph	Quarterly	Physical verification, monitoring, interview, Documents review & report	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
	give better responsive behavior			collection	
Output 3.3.3: Established hotline, suggestion box/complain box and feedback box and addressed service receivers' complaints/suggestions	# of service receiver list # of settled issues # of best stories	List of service receivers, list of settled issues, copy of best stories compilation	Quarterly	Physical verification, monitoring, case stories collection, report collection	- Quarterly Report - Quarterly Factsheet
Output 3.3.4: Available Social audits and other relevant reports	# of social audits # of reports on client satisfaction	Copy of social audit reports, client satisfaction reports	Quarterly	Documents tracking	- Quarterly Report - Quarterly Factsheet
Outcome 3.4: Strengthened capacities of the marginalized people to claim their rights [Promote enabling and equitable environment for all]	% of people are capable to claim their rights % of people claimed their rights	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 3.4.1: Awareness and knowledge sharing meetings on human rights, legal rights and legal aid knowledge	# of marginalized people attended the session # of marginalized people knowledge increased on human rights, legal rights and legal aid knowledge	Session registers, attendance lists, pre and post assessment scores	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 3.4.2: Established unity	# of movement organized by marginalized people	Event reports, list of movements,	Quarterly	Physical verification, monitoring,	- Quarterly Report - Quarterly

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
among the marginalized group of people	# of people attended the movement	photographs		observation, Documents review & report collection	Factsheet
Output 3.4.3: Records analysis of referral pathways and solved complaints	# of cases referred to respective Local Institutions # of settled cases	Lists of cases referred, lists of settled cases	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Thematic Area 4: Economic Empowerment					
Impact-4: Ensured sustainable and inclusive economic empowerment for targeted communities as a means of poverty alleviation.	- Rate of poverty % of people leading better life % of people (very poor and PwDs) have access to economic and financial services - Organizational financial strength to continue the program	- National Level Research or Survey report - SDG midterm Achievement Report on Bangladesh - Local level Government and local elected body - Stakeholder of the working areas	Every five years	- Secondary Data analysis - FGD - Interviews - Formal Assessment	Impact Assessment Report
Outcome 4.1: Enhanced accessible, cost effective and sustainable financial services to the poor and vulnerable people	% of people had access to financial services % of cost effective financial services increased	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 4.1.1: Groups with poor	# of group formed with poor and ultra-poor men and women	Registers, lists of groups	Quarterly	Physical verification, monitoring,	- Quarterly Report - Quarterly

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
and ultra-poor men and women formed				Documents review & report collection	Factsheet
Output 4.1.2: Mobilized savings	# of people doing savings Total amount of savings accumulated	Registers, lists of people doing savings, saving reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.1.3: Loan provided	# of people received loan Total amount of loan disbursed	Registers, lists of people received loans, loan disbursement reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.1.4: Provided support to micro-enterprises	# of people supported for micro-enterprise Total amount of micro-enterprise provided	Registers, lists of people supported, micro-enterprise related reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.1.5: House loans disbursed	# of house loans disbursed Total amount of house loan provided	Registers, loan disbursement reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.1.6: Remittance receiving and delivering	# of remittance received # of remittance delivered Total amount of remittance received and delivered	Lists of remittance received, lists of remittance delivered, remittance related reports	Quarterly	Physical verification, monitoring, short survey	- Quarterly Report - Quarterly Factsheet
Outcome 4.2: Increased access to inclusive financing	% of people have access to the inclusive financial services	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
		report • Organizational M&E report • Project/program reports • Government Data		Information Interview (KII)	
Output 4.2.1: Capacity building training for Person with Disabilities (PwD) provided	# of Persons with Disabilities attended the trainings % of training participants got involved in IG activities	Training registers, attendance lists, lists of training participants involved in IG activities, banner	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.2.2: Awareness campaigns towards positive mentality regarding financing services for the PwDs	# of PwD attended in the awareness campaigns	Lists of campaigns, campaign reports	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.2.3: Loan provided to the PwD with ease and low service charge	# of loan provided to the PwD with ease and low service charge	Loan disbursement registers	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.2.4: Assistive devices and grant support distributed	# of assistive devices distributed among the PwDs # of grant support provided	Distribution registers, grant support registers, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.2.5: IGA training for the elderly people and loan support provided	# of IGA trainings provided # of loan with low service charge for the elderly people's income generation provided	Training registers, photographs, training reports, loan audit report	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Output 4.2.6: Social centers for the elderly people established	# of social centers for the elderly people established	List of social centers for the elderly people, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 4.3: Increased income level of people through involvement in income generating activities	% of people engaged in income generating activities % of people reported to have income level increased than before	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 4.3.1: Non-revenue generating common service developed	% of non-revenue generating common services developed	List of non-revenue generating common services, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.3.2: Technical, vocation and capacity building trainings conducted	# of technical, vocational, and capacity building trainings conducted	Training registers, banners, photographs	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.3.3: Entrepreneurship loan provided	# of entrepreneurship loans provided	Loan registers, reports	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.3.4: Advocacy meetings with the	# of advocacy meetings with the Govt. officials # of Govt. officials attended	Meeting register, attendance sheet, photograph,	Quarterly	Physical verification, monitoring,	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Govt. officials	in the advocacy meetings and showed awareness about the importance of PwDs' rights	video, meeting reports		Documents review & report collection	
Output 4.3.5: Special saving programs	% of special savings programs	List of special saving programs, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.3.6: Employment facilities for youth provided	% of youth employment facilities provided	Register	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.3.7: ENRICH ward centers established	# of ENRICH ward centers established	List of ENRICH ward centers, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.3.8: Farmers are supported with various modern and environment friendly agro production technic and logistics	# of farmers supported # of farmer engaged with environment friendly agro production with modern technic	List of farmers supported, checklist, report	Quarterly	Physical verification, monitoring, interview, FGD, report collection	• Quarterly Report • Quarterly Factsheet
Output 4.3.9: E-payment and gateway payment provided	# of e-payment and gateway payment provided	List of e-payment and gateway payment, report	Quarterly	Online verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 4.3.10: Meat and dairy	# of meat and dairy processing plants	List of meat and dairy processing plants, list of	Quarterly	Physical verification, monitoring,	• Quarterly Report • Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
processing plants established	established # of people employed in the meat and dairy processing plants	people employed, report		interview, Documents review & report collection	
Output 4.3.11: Livestock and agro-farming input and grant support provided	# of farmer received livestock and agro-farming input and grant support # of nursery developed # of farmer able to increase high value fruit yielding in agro production	Register, list of farmers received livestock and agro farming input and grant support, list of nursery developed, checklist, list of farmers increasing high value fruit yielding, reports	Quarterly	Physical verification, monitoring, interview, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.3.12: Field day and field demonstration organized	# of field day and field demonstration organized	Event report, photograph, videos	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.3.13: Established linkages with the markets	# of farmer linked with the markets	List of farmers linked with the markets	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 4.4: Established different social business enterprises	# of sustainable social business enterprises in YPSA # of beneficiaries covered by organizational own social development initiatives # of people better utilized local resources for their own community development	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Output 4.4.1: Revenue generating activities developed	# of revenue and non-revenue generating activities initiated	List of revenue and non-revenue generating activities, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.4.2: Cattle and dairy farms established	# of cattle and dairy farms established	List of cattle and dairy farms, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.4.3: High value fruit farms established	# of high value fruit farms established	List of high value fruit farms, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.4.4: Assets created for the organization	# of asset created for the organization	List of assets, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.4.5: Conducted trainings for developing financial sustainability	# of trainings conducted on developing financial sustainability of the organization	Training register, photograph, training report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 4.4.6: Linkages and networks established	# linkages and networks established with different companies	List of linkages and networks, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Thematic Area 5: Environment and Climate Change					
Impact-5: Improved resilient	% of people are resilient	National Level	Every five	Secondary Data analysis	Impact

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
mechanism and environment management system for mitigation and adaptation to climate change.	to climate-related hazards Number of sustainable structures and mechanisms for environmental conservation	Research or Survey report - SDG midterm Achievement Report on Bangladesh - Local level Government and local elected body - Stakeholder of the working areas	years	- FGD - Interviews - Formal Assessment	Assessment Report
Outcome 5.1: Reduced the vulnerability of the climate change victims	% of people who have increased income % of climate change victims avail basic facilities. Number of people rehabilitated who were victim of Climate Change	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 5.1.1: Provided livelihood generating training along with input supports to climate change victims	# of climate change victims received IGA training # of climate change victims received input support (including housing materials)	Training register, attendance sheet, banner, photograph, video, Input Support distribution register, checklist, list of input support receivers	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.1.2: Water points for safe drinking water and sanitation facilities set up	# of tube-wells installed # of hygienic toilets installed	Checklist, photograph, list of locations	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Output 5.1.3: Distributed need-based support to the climate change victims	# of the climate change victims received emergency or need based support	Distribution register, list of the climate change victims received emergency or need based support	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.1.4: Distributed house building/repairing materials	# of the climate change victims received house building materials	Distribution register, list of the climate change victims received house building materials	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.1.5: Climate change victim families are relocated	# of the climate change victim families relocated	List of climate change victim families relocated, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 5.2: Promoted innovative and sustainable adaptation strategies to protect people and the environment in the climate risk prone areas	% of the people adapted to climate change effect % of the people took initiative on climate change mitigation awareness Number of climate resilient ideas innovated & implemented	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 5.2.1: Arranged knowledge sharing meetings with the people in the climate risk prone areas about climate resilient crop production,	# of knowledge sharing meeting with farmers on adopting climate resilient crop production # of farmers adopted climate resilient crop production # of knowledge sharing meeting with community	Meeting register, photograph, video, checklist, visit report, social audit report, list of people installed rainwater harvesting system, list of farmers adopted climate	Quarterly	Physical verification, monitoring, interview, FGD, report collection	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
rainwater harvesting, tree plantation and natural environment protection	people in the climate risk prone areas to adopt rainwater harvesting method # of people installed rainwater harvesting system # of knowledge sharing meeting about tree plantation and natural environment protection % of local community people and stakeholders engaged for protection of embankment and natural environment.	resilient crop production			
Output 5.2.2: Eco-tourism and marine resource-based entrepreneurship promoted	# of coastal resource based commercial center established # of eco-tourist spot identified and promoted	List of coastal resource based commercial centers, list of eco-tourist spot, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.2.3: Social media campaign and awareness programs arranged for climate change mitigation related awareness	# of social media campaigns generated # of awareness programs arranged	Social media campaign list, social media analytics, screenshot, videos	Quarterly	Online verification, monitoring, observation, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.2.4: Idea generation/ 'Climate Hackathon' arranged and implemented	# of ideas generated on sustainable and innovative climate adaptation strategies # of ideas implemented regarding sustainable and innovative climate adaptation strategies	List of ideas, checklist, photographs, videos	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Outcome 5.3: Strengthened	% of relevant personnel, stakeholder and community	Stakeholder of the	In every 2.5 years	- Interview - Focus Group	Midterm evaluation

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
integrated initiatives for environment restoration and conservation bio-diversity	people became aware of their duty and biodiversity conservation and restoration # of areas covered by restoration and conserved bio-diversity	working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data		Discussion - Formal/Informal survey - Key Information Interview (KII)	report
Output 5.3.1: Networking and advocacy meetings with relevant personnel and stakeholders	# of networking and advocacy meetings # stakeholders attended in the networking and advocacy meetings	Meeting register, attendance sheet, banner, photograph, event report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.3.2: Capacity enhancement workshops with relevant stakeholders	# of capacity enhancement workshops with relevant stakeholders # of relevant stakeholders having strengthened management committee/system for environment restoration and bio-diversity conservation	Workshop register, attendance sheet, banner, photograph, event report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.3.3: Sensitization workshops for climate action for youth and community people	# of sensitization workshops arranged for climate action at community level for youth and community people # of people attended in the sensitization workshops arranged for climate action at community level	Workshop register, attendance sheet, banner, photograph, event report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.3.4: Formation of Youth Groups and Community	# of Youth Groups formed # of Community Groups formed for community level environment restoration and	List of Youth Groups, list of Community Groups, checklist	Quarterly	Physical verification, monitoring, Documents	- Quarterly Report - Quarterly Factsheet

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
Groups	bio-diversity conservation			review & report collection	
Output 5.3.5: Capacity Building Training (CBT) for youth and community groups on climate action	# of CBT arranged for youth and community groups on climate action # of people attended in the CBT arranged for youth and community groups on climate action	Training register, attendance sheet, banner, photograph, video, event report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 5.3.6: Community awareness and actions for environment conservation and bio-diversity restoration	# of community awareness programs arranged # of civic engagement events # of actions taken by the community people for environment conservation and bio-diversity restoration	Event list, event report, list of actions taken, photographs	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Thematic Area 6: Disaster Risk Reduction (DRR) & Humanitarian Response					
Impact-6: Reduced vulnerability and risk of people to the effects of natural, environmental, and human-induced hazards, and enhanced efficient emergency management system.	% of people are able to deal with Disaster Risk % of people whose humanitarian needs are fulfilled	- National Level Research or Survey report - SDG midterm Achievement Report on Bangladesh - Local level Government and local elected body - Stakeholder of the working areas	Every five years	- Secondary Data analysis - FGD - Interviews - Formal Assessment	Impact Assessment Report
Outcome 6.1: Increased disaster preparedness, response capabilities and resilience of the	% of community people capacitated to cope up with shocks and stresses of disaster and humanitarian crises situations % of community people got	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
communities to cope with shocks and stresses of disaster and humanitarian crises situations	engaged in response activities	report • Organizational M&E report • Project/program reports • Government Data		Information Interview (KII)	
Output 6.1.1: Awareness session on DRR, preparedness and resilience	# of awareness sessions on DRR, preparedness and resilience building # of people attended the awareness sessions	Awareness session register, banner, event report, attendance sheet	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 6.1.2: Community level Youth Groups formation for DRR	# of community level Youth Groups formed for DRR	List/register of community level youth groups formed for DRR, checklist	Quarterly	Physical verification, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 6.1.3: Workshops on tackling humanitarian crises situations	# of people attended the workshops on tackling humanitarian crises situations	Register, attendance sheet, workshop report	Quarterly	Observation, physical verification, monitoring, Documents review	• Quarterly Report • Quarterly Factsheet
Output 6.1.4: Community level Youth Groups formation for humanitarian crises responses	# of community level Youth Groups formed for humanitarian crises responses	List/register of the community level Youth Groups formed for humanitarian crises responses, checklist	Quarterly	Physical verification, monitoring, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 6.1.5: Risk Assessment and Contingency Plan developed	# of Risk Assessment and Contingency Plan developed # of Risk Assessment and Contingency Plan implemented	Copy of Risk assessment and Contingency Plan, checklist	Quarterly	Observation, physical verification, Documents review & report collection	• Quarterly Report • Quarterly Factsheet
Output 6.1.6: Response Plan	# of Response Plan developed	Copy of Response Plan, photograph	Quarterly	Physical verification, monitoring,	• Quarterly Report • Quarterly

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
developed	# of Response Plan submitted to relevant agencies			Documents review & report collection	Factsheet
Outcome 6.2: Promoted enhanced efficient mechanism and system for minimizing the effects of the disaster	# of functioning efficient mechanism and system for minimizing the effects of the disaster % of people have access to govt. mechanism and system for DRR support	- Stakeholder of the working areas - Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data	In every 2.5 years	- Interview - Focus Group Discussion - Formal/Informal survey - Key Information Interview (KII)	Midterm evaluation report
Output 6.2.1: Trainings on enhancing efficient mechanism and system for the relevant stakeholders arranged	# of trainings arranged # of relevant stakeholders (volunteers, local government officials etc.) participated the trainings	Training register, attendance sheet, banner, photograph, banner	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 6.2.2: Advocacy meetings arranged with the Government stakeholders	# of advocacy meetings arranged % of budget allocation increased for implementing Multi-hazard Contingency Plan # of Government inclusive shelters # of people reported to have access to Government support	Advocacy meeting register, banner, photograph, copy of budget of Multi-hazard Contingency Plan, checklist, reports	Quarterly	Physical verification, monitoring, interview, FGD, report collection	- Quarterly Report - Quarterly Factsheet
Outcome 6.3: Timely response to the high	% of people identified for humanitarian response % of people who received	Stakeholder of the working areas	In every 2.5 years	- Interview - Focus Group Discussion	Midterm evaluation report

Impact and Outcome	Indicators	Data Sources	Frequency of Data Collection	Method	Generated evidence
humanitarian needs including in food assistance, health, nutrition, WASH, shelter, education in emergencies, and response to suddenly arising needs	emergency and humanitarian support	- Target Beneficiaries - Donors/Partners M&E report - Organizational M&E report - Project/program reports - Government Data		- Formal/Informal survey - Key Information Interview (KII)	
Output 6.3.1: Humanitarian emergency support provided	# of people who provided with humanitarian emergency supports (food assistance, health kits, dignity kits, age-friendly kits, NFI kit)	Distribution register, list of humanitarian emergency support receivers	Quarterly	Physical verification and monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 6.3.2: WASH facilities developed	# of WASH facilities developed # of people got access to WASH facilities developed	Checklist, photograph, audit report	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 6.3.3: Shelter facilities developed	# of people got access to shelter facilities developed	Checklist, photograph, audit report	Quarterly	Physical verification, monitoring, interview, FGD, report collection	- Quarterly Report - Quarterly Factsheet
Output 6.3.4: Education support centers established	# of education support centers established # of people enrolled in education support centers	Checklist, photograph, register, attendance sheet	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet
Output 6.3.5: Need-based other support provided	# of people received need-based other support	Distribution register, list of need-based support receivers	Quarterly	Physical verification, monitoring, Documents review & report collection	- Quarterly Report - Quarterly Factsheet

Implementation of M&E Plan

This M&E plan will be applicable to all programs theme of YPSA. YPSA- Knowledge Management for Development (KM4D) Department, Monitoring and Evaluation is the major focus of this department, will be responsible for the implementation of this plan. YPSA senior Management team including the chief of departments will assist in to smooth implementation of this plan with necessary logistics. Chief Executive will provide time-to-time guidance to the KM4D department for ensuring the proper implementation of this plan.

Things to be considered for M&E

For implementation of this plan YPSA-KM4D department will consider the following things

- What to monitor
- Which information needs to be collected?
- From which sources
- How frequently.
- How to be collected and
- Who will collect?

Before practical monitoring takes place the KM4D department will ensure that the preparation is undertaken. A monitoring framework will be used to structure the process of work. The monitoring and evaluation framework will guide to gather of all the necessary information of different programs and organizations using the relevant tools.

Approach of M&E

Monitoring & Evaluation will not be conducted only by the KM4D department or YPSA respective program staff alone. Rather other stakeholders including program participants will also be involved in the process. Suitable participatory techniques will be applied to ensure the participation of different stakeholders. While conducting M&E, both qualitative and quantitative approaches will be followed. The quantitative approach will look into “How much/many”, while the qualitative approach will look into “How well” the achievement.

Periodical Result Based Monitoring

YPSA will maintain an integrated mechanism on projects/programs-wise result-based periodical monitoring with the support of Partners and Donors following clear consistent outcomes, and outputs with agreed indicators based on the project log frame. Participation of the key stakeholders will be ensured in the process of the periodical monitoring of the project. In addition, some common indicators will add to this monitoring which contributes to the theme-wise monitoring

under the Social Development and Economic Development Divisions with the coordination of the KM4D Department.

Community Led Monitoring and Evaluation

YPSA will practice Participatory Monitoring and Evaluation (PM&E) approach where the community will sit in a driving position to administer situation analysis, periodical monitoring, and end-line project evaluation. Project staff will organize community meetings to oversee the socio-economic status and condition of the project/program. The staff will work with communities to undertake the baseline study to identify gaps and opportunities. This includes exercising PRA tools like Transect Walk in project location, Social Mapping, Wealth being Ranking, Body mapping, Need Analysis and priority settings and Community Action Plan (CAP). The Natural/Community/CBO Leaders will review the progress through the up-gradation of the Social Map and Community Action Plan. Community leaders will share the findings of monitoring with the community, Local Government Institutions (LGIs), and other relevant stakeholders. They also will conduct end-line evaluations with the support of project staff and evaluate overall progress and future direction for project stakeholders.

Focusing on Gender and inclusion

During the execution of the M&E plan, the organization will highlight gender and inclusion issues in the projects and program interventions to mainstream the beneficiaries. A special focus would be on women and female children, persons with disability, ethnic minorities, and special classes of people. The M&E system will address the issues for finding out the progress in the organization and the project's locations.

ICT Based Monitoring and Evaluation

ICT based monitoring system will be conducted using innovative online system (mobile Apps, Dashboard and data collection, sending, analysis and storage in the cloud) in baseline, periodical result based monitoring, project evaluation, demand generation, quality control of services provided by YPSA, and beneficiaries satisfaction study which will support to all the stakeholders at home and abroad to oversee the projects progress, and provide feedback and guidance to achieve results from the project/program.

Possible Methods of Data Collection

The monitoring and evaluation department will collect the relevant data from the different stakeholders for monitoring purpose. Different methods will be applied to collect data.

- Interview
- Focus Group Discussion
- Formal/Informal survey
- Observation

- Case study
- Direct Measurement
- Key Information Interview(KII)
- Direct Observation
- Filed visit
- Group Interview
- Workshop
- Literature Search
- Documents review

Potential Data Collection Tools

The following tools will be used for data collection-

- Structured format
- Semi-structured format
- Questionnaire
- Case study format
- Checklist
- Mode meter

Monitoring of Ongoing Project of YPSA

This framework particularly focused on the Impact and Outcome and Output of major thematic areas and to implement this framework, the respective projects/ programs, with the assistance from KM4D department, will monitor the regular activities as well as report, in the following manner;

- Capacity build-up of respective project staff on monitoring and quality assurance of designed activities
- Providing the methods and tools for monitoring the different projects and programs
- To provide guidance and mentoring support to project staff for quality report preparation and maintain information flow
- To demonstrate the systems by which the project will be quality controlled

Project/Program Reporting, Feeding back system

The Reporting system

It is expected that information and reporting (monthly, quarterly and annual) will flow up through the relevant channels to be collated by the respective project/program personnel. A copy of the report must be submitted to the KM4D department by the respective project/program for review. After the

feedback from the KM4D department, the report will be submitted to the partner organizations or Donor agencies and YPSA Management as well as other relevant agencies.

Feedback mechanism

After the data has been submitted at each level it is important that a system is in place to provide feedback to those performing the tasks.

The methodology of feedback in different stage can be as follows:

- Monthly Project team meeting
- Bi-monthly Social Development program team meeting
- Quarterly Meeting of respective project
- Ongoing written feedback on submitted report
- On job feedback (during the visit)
- Ongoing feedback through direct contact

MIS System

The YPSA KM4D Department will use a simple format for having a database developed on its own to collect and store activity data for the projects and programs. This data will represent the progress against overall targets, based on which a quarterly fact sheet will be developed. It has also a plan for MIS data management using the software.

Possible Challenges of the M&E Plan Execution and Way Forward

Financial resource allocation for core M&E staff is tough because donors/partners allocate project funds mostly for project staff only. To overcome the situation organization will explore organizational capacity building and negotiate with donors/partners for contributory funds from the projects for core M&E staff. YPSA will take the initiative to introduce the mobile-based online monitoring system by raising funds from ongoing and upcoming projects.

Proper coordination of the organizational M&E system is a little bit critical due to the huge number of diversified YPSA projects under 6 thematic areas. To overcome the challenge, the present M&E System will follow two types of indicators: common and project-required indicators. Project indicators will be identified from the project log frame/ result framework and the common indicators will be based on the strategic planning of YPSA, which will contribute to the themes and organizational annual progress review.

Endorsed by



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