

Annex 7

Program Support

Indicators and Definitions

Hand book Guidance – Annex 7

Program Support Elements cover three distinct areas: Host Country Strategic Information Capacity, Program Design and Learning activities for USG use, and personnel. There are element level indicators for two of the three: Host Country Strategic Information Capacity and Program Design and Learning activities. There are no indicators for the Program Sub element on Personnel. For additional information on Personnel, please consult the Operational Plan Guidance, pages 26-27.

The primary focus for the Host Country Strategic Information indicators is on building host country capacity in strategic information systems, its management, and use.

The primary focus for the Program Design and Learning is to capture the myriad of analytical work that Missions and Posts undertake to plan, design, monitor and evaluation development assistance programs.

There is overlap on the indicators that measure training for these functions. All personnel trained, to support host country as well as USG work should be counted in the training indicators.

The number of baseline or feasibility studies, monitoring plans, sector assessments, evaluations, special studies and information gathering or research activities should count the work done to support USG programs. Similar work prepared by host country governments in support of USG funded programs should also be counted in these indicators.

Program Support

Indicator List

Element: Program Support

Indicator Title: Number of host country institutions with improved Management Information Systems as a result of USG assistance

Indicator Title: Number of host country institutions that have used USG-assisted MIS system information to inform administrative/management decisions

Indicator Title: Number of people trained in monitoring and evaluation with USG assistance

Indicator Title: Number of people trained in research with USG assistance

Indicator Title: Number of people trained in strategic information management with USG assistance

Indicator Title: Number of baseline or feasibility studies prepared by the USG

Indicator Title: Number of monitoring plans prepared by the USG

Indicator Title: Number of sector assessments conducted by the USG

Indicator Title: Number of evaluations conducted by the USG

Indicator Title: Number of special studies conducted by the USG

Indicator Title: Number of information gathering or research activities conducted by the USG

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF HOST COUNTRY INSTITUTIONS WITH IMPROVED MANAGEMENT INFORMATION SYSTEMS AS A RESULT OF USG ASSISTANCE	
<p><i>DEFINITION:</i> The number of host country institutions with improved Management Information Systems as a result of USG assistance during the reporting period covered where:</p> <p>Institutions are any host country organization receiving USG assistance, such as a Ministry, sub-national government unit, NGO, school, hospital or other organization.</p> <p>Management Information Systems are computerized systems such as databases that allow the organization to store, analyze, report and use information to better understand particular situations and support decision making.</p> <p>USG assistance may range from providing technical assistance with the design, development or testing of the system to providing some or all of the funding of the system to providing training for users.</p>	
<p><i>RATIONALE:</i> This indicator captures direct support provided by Operating Units to host country institutions</p>	
<p><i>UNIT:</i> Number of institutions</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Outcome</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF HOST COUNTRY INSTITUTIONS THAT HAVE USED USG-ASSISTED MIS SYSTEM INFORMATION TO INFORM ADMINISTRATIVE/MANAGEMENT DECISIONS	
<p><i>DEFINITION:</i> The number of host country institutions that have used USG assisted MIS system information to inform administrative/management decisions during the reporting period covered where:</p> <p>Institutions are any host country organization utilizing a USG assisted MIS system, such as a Ministry, sub-national government unit, NGO, school, hospital or other organization.</p> <p>Management Information Systems are computerized systems such as databases that allow the organization to store, analyze, report and use information to better understand particular situations and support decision making.</p> <p>USG assistance with the MIS system may have ranged from providing technical assistance with the design, development or testing of the system to providing some or all of the funding of the system to providing training for users.</p> <p>The MIS system does not have to have received direct USG assistance during this reporting cycle; it may have been completed earlier. To count towards this indicator, the institutions must have utilized MIS system information to inform decision making during this reporting period.</p>	
<p><i>RATIONALE:</i> This indicator captures direct support provided by Operating Units to host country institutions</p>	
<p><i>UNIT:</i> Number of institutions</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Outcome</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF PEOPLE TRAINED IN MONITORING AND EVALUATION WITH USG ASSISTANCE	
<p><i>DEFINITION:</i> The number of people receiving USG supported training in monitoring and evaluation during the reporting period covered where:</p> <p>USG supported training is any classroom or remote training course of any length receiving USG support.</p> <p>Training in monitoring and evaluation includes any topic related to measuring program efforts, including topics related to performance indicators, qualitative data collection, data analysis, formative or summative evaluation.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to individuals.</p>	
<p><i>UNIT:</i> Number of people trained</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF PEOPLE TRAINED IN RESEARCH WITH USG ASSISTANCE	
<p><i>DEFINITION:</i> The number of people receiving USG supported training in research during the reporting period covered where:</p> <p>USG supported training is any classroom or remote training course of any length receiving USG support.</p> <p>Training in research includes any topic related to applied, basic or development research.</p> <ul style="list-style-type: none"> • Applied Research - Applied research is defined as systematic study to gain knowledge or understanding necessary to determine the means by which a recognized and specific need may be met. • Basic Research - Basic research is defined as the systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications toward processes or products in mind. [Note: USAID funded research is only captured by Applied and Development.] • Development Research - Development Research is defined as the systematic application of knowledge or understanding, directed toward the production of useful materials, devices, and systems or methods including design, development and improvement of prototypes and new processes to meet specific requirements. 	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to host country nationals.</p>	
<p><i>UNIT:</i> Number of people trained</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF PEOPLE TRAINED IN STRATEGIC INFORMATION MANAGEMENT WITH USG ASSISTANCE	
<p><i>DEFINITION:</i> The number of people receiving USG supported training in other strategic information management during the reporting period covered where:</p> <p>USG supported training is any classroom or remote training course of any length receiving USG support.</p> <p>Training in strategic information management includes any topic related to management information systems and surveillance. It does not include monitoring and evaluation.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to host country nationals.</p>	
<p><i>UNIT:</i> Number of people trained</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF BASELINE OR FEASIBILITY STUDIES PREPARED BY THE USG	
<p><i>DEFINITION:</i> The number of baseline studies or feasibility studies prepared by USG Operating Units during the reporting period covered where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>A baseline study is a study conducted by or on behalf of a mission or bureau to examine and record the context of a host country working environment at that time. Such studies are generally carried before program activities begin or simultaneous to program start-up in order to establish a starting place from which to measure movement resulting from USG-assisted activities in that country; and</p> <p>A feasibility study is a study carried out by or on behalf of a mission or bureau that examines the context in which an anticipated activity would be implemented as well as the viability and practicability of implementing the particular activity.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs. Baseline and feasibility studies reflect the preparation and forethought that go into USG programming abroad.</p>	
<p><i>UNIT:</i> Number of studies</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>ORGANIZATIONAL LEVEL: BUREAU/MISSION</i></p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF MONITORING PLANS PREPARED BY THE USG	
<p><i>DEFINITION:</i> Number of monitoring plans prepared by USG Operating Units where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>Monitoring plans are tools to manage the planning and collection of performance data and can be used for data analysis and reporting as well.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs.</p>	
<p><i>UNIT:</i> Number of plans</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF SECTOR ASSESSMENTS CONDUCTED BY THE USG	
<p><i>DEFINITION:</i> Number of sector assessments conducted by USG Operating Units during the reporting period where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>Sector assessments provide the relevant bureau or field operating unit with analyses of needs and opportunities in a sector, including gender, environmental, conflict, agriculture, food security, health, education, and democracy, among others, so that bureaus and field operating units can take informed strategic and programmatic decisions.</p> <p>To be considered conducted by USG the work must primary support USG efforts, as opposed to those of the host country, whether completed by USG employees or by contractors hired for this purpose.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs.</p>	
<p><i>UNIT:</i> Number of assessments</p>	<p><i>DISAGGREGATE BY:</i> Environmental; conflict; gender; other</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF EVALUATIONS CONDUCTED BY THE USG	
<p><i>DEFINITION:</i> The number of evaluations conducted by USG Operating Units during the reporting period where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>Evaluations are analytical studies undertaken to determine whether a project has achieved its objectives and if not, why not; to examine why unexpected results (negative or positive) are being achieved; to examine the causes for implementation problems (often called process evaluations); to determine why and how intended results and impact were or were not achieved as a result of a USG intervention; examine unintended consequences of an intervention, issues of sustainability and/or cost effectiveness of an intervention. Evaluations involve the process of making a judgment on the value of the program.</p> <p>For purposes of FACTS, evaluations include process, final, and impact evaluations</p> <p>To be considered conducted by USG the work must primary support USG efforts, as opposed to those of the host country, whether completed by USG employees or by contractors hired for this purpose.</p>	
<i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs.	
<i>UNIT:</i> Number of evaluations	<i>DISAGGREGATE BY:</i> Process; final; impact; other
<i>TYPE: OUTPUT/OUTCOME</i> Output	<i>DIRECTION OF CHANGE:</i> Higher = better
<i>DATA SOURCE:</i> Mission/post/bureau records	
<i>MEASUREMENT NOTES:</i>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF SPECIAL STUDIES CONDUCTED BY THE USG	
<p><i>DEFINITION:</i> Number of special studies conducted by USG Operating Units where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>Special studies are analyses undertaken by bureaus or field operating units to gather information relevant for a particular program or activity in order to improve knowledge or understanding about the study subject. Different from an assessment or an evaluation, special studies examine unique circumstances as opposed to an entire activity or program.</p> <p>To be considered conducted by USG the work must primary support USG efforts, as opposed to those of the host country, whether completed by USG employees or by contractors hired for this purpose.</p>	
<p><i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs.</p>	
<p><i>UNIT:</i> Number of studies</p>	<p><i>DISAGGREGATE BY:</i> None</p>
<p><i>TYPE: OUTPUT/OUTCOME</i> Output</p>	<p><i>DIRECTION OF CHANGE:</i> Higher = better</p>
<p><i>DATA SOURCE:</i> Mission/post/bureau records</p>	
<p><i>MEASUREMENT NOTES:</i></p>	

Program Support Indicators

ELEMENT: PROGRAM SUPPORT	
INDICATOR TITLE: NUMBER OF INFORMATION GATHERING OR RESEARCH ACTIVITIES CONDUCTED BY THE USG	
<p><i>DEFINITION:</i> Number of information gathering or research activities conducted by USG Operating Units where:</p> <p>Operating Units are the USG field missions and posts or Washington Bureaus and Offices; and</p> <p>Information gathering or research activities are efforts undertaken by bureaus or field operating units to gather information relevant for a particular program or activity in order to improve knowledge or understanding about the study subject.</p> <p>Research includes applied, basic and development research.</p> <ul style="list-style-type: none"> • Applied Research - Applied research is defined as systematic study to gain knowledge or understanding necessary to determine the means by which a recognized and specific need may be met. • Basic Research - Basic research is defined as the systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications toward processes or products in mind. [Note: USAID funded research is only captured by Applied and Development.] • Development Research - Development Research is defined as the systematic application of knowledge or understanding, directed toward the production of useful materials, devices, and systems or methods including design, development and improvement of prototypes and new processes to meet specific requirements. <p>To be considered conducted by USG the work must primary support USG efforts, as opposed to those of the host country, whether completed by USG employees or by contractors hired for this purpose.</p>	
<i>RATIONALE:</i> This indicator captures support provided by Operating Units to USG development programs.	
<i>UNIT:</i> Number of information gathering or research activities	<i>DISAGGREGATE BY:</i> None
<i>TYPE: OUTPUT/OUTCOME</i> Output	<i>DIRECTION OF CHANGE:</i> Higher = better
<i>DATA SOURCE:</i> Mission/post/bureau records	
<i>MEASUREMENT NOTES:</i>	