

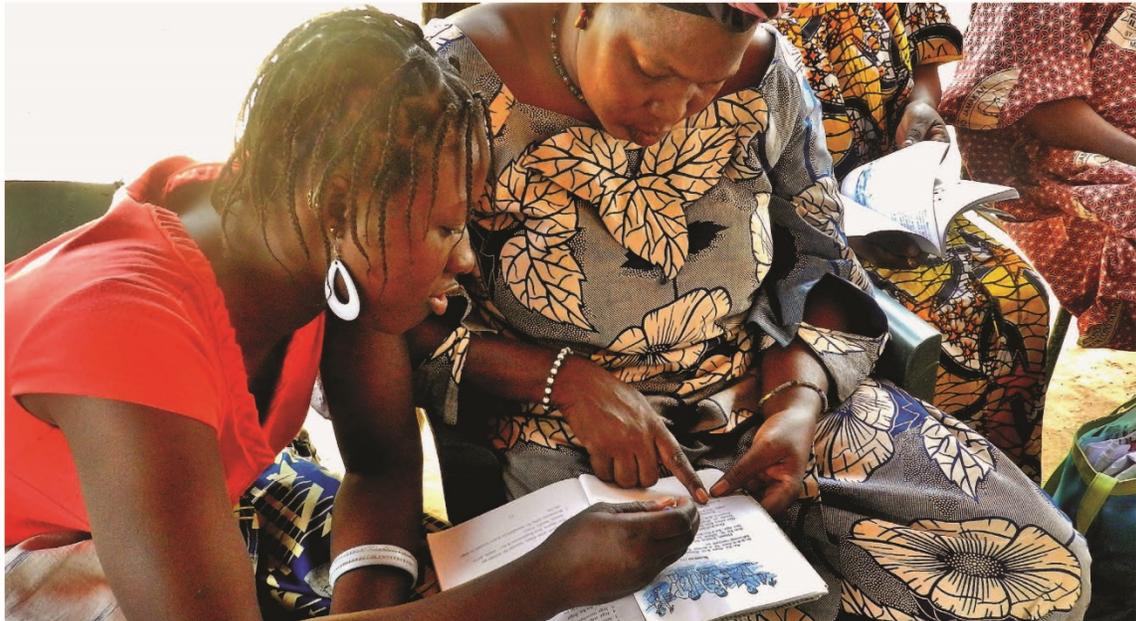


**FEED THE FUTURE**

The U.S. Government's Global Hunger & Food Security Initiative

# PERFORMANCE MONITORING

PARTICIPANT MANUAL



**USAID**  
FROM THE AMERICAN PEOPLE

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August 2016

## Welcome to the Feed the Future Performance Monitoring Course

Dear Course Participant,

Welcome to Feed the Future's course on performance monitoring. Monitoring, learning and adapting activities-based evidence moves us forward in our goal to reduce hunger, poverty and under-nutrition. To that end, this course will prepare you to:

- Meet the requirements for reporting performance such that program activities and outcomes to the Feed the Future Results Framework.
- Use performance monitoring as a means for strategic adaptive management of Feed the Future activities.

Over the next five days, you will build your skills and knowledge to:

- Develop a theory of change and a results framework for your FTF activities
- Select require if applicable indicators for your activity results framework
- Create custom indicators
- Define beneficiaries, baselines and targets
- Collect performance monitoring data
- Verify performance monitoring data
- Report and use performance monitoring data
- Submit open data

To achieve these outcomes, we have just a few guidelines for all course participants to follow:

- Listen, inquire and share
- Respect and value different ideas and options
- Create a safe space
- Challenge yourself
- Support each other

The course was developed by the Feed the Future Monitoring and Evaluation team. If you have any questions about monitoring and evaluating Feed the Future activities, do not hesitate to ask any Monitoring, Evaluation and Learning team member. We are proud to be your partners in the important work you do in the field.

Sincerely,

*Anne Swindale*  
Anne Swindale, Course Owner  
Senior Program Advisor  
Monitoring, Evaluation and Learning  
Feed the Future, USAID

*Salik Farooqi*  
Salik Farooqi, Course Owner  
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SESSION I:

## **Understanding FTF Monitoring and Evaluation Framework**



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## Using Monitoring and Evaluation for Adaptive Strategic Management

### First Monitoring Assignment



Candy	Blue	Orange	Green	Yellow	Red	Brown	Total
Milk Chocolate	24%	20%	16%	14%	13%	13%	100%
Peanut	23%	23%	15%	15%	12%	12%	100%
Kids Minis	25%	25%	12%	13%	12%	13%	100%
M&M Dark	17%	16%	16%	17%	17%	17%	100%
Peanut Butter	20%	20%	20%	20%	10%	10%	100%
Almond	20%	20%	20%	20%	10%	10%	100%

With your team:

- Calculate the % of colors in your bag (Note: Participants should not eat any M&M's until you have completed this part of the exercise.)
- Create a visual of your data
- Explain if Mars hit its targets
- Prepare a 2 minute report to share in plenary

**Notes:**

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## First Evaluation Assignment

Looking at all the monitoring data the teams collected, is Mars meeting its targets?  
Write a short report to Mars summarizing your team's conclusions.

**Notes:**

## First Theory of Change Assignment:

Why do you think the different candies have different percentages of each color? What is your Theory of Change?

With your group, prepare a 2-minute presentation.

**Notes:**



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## First Collecting Beneficiary Data Assignment

What is your favorite M&M color?  
Circle your preferred color.

Red 	Blue 	Orange 
Yellow 	Brown 	Green 



## Individual Application



Individual  
Exercise

Think about one of the FTF initiatives you are working on. How could you use monitoring and evaluation to more strategically manage the initiative?

**Notes:**

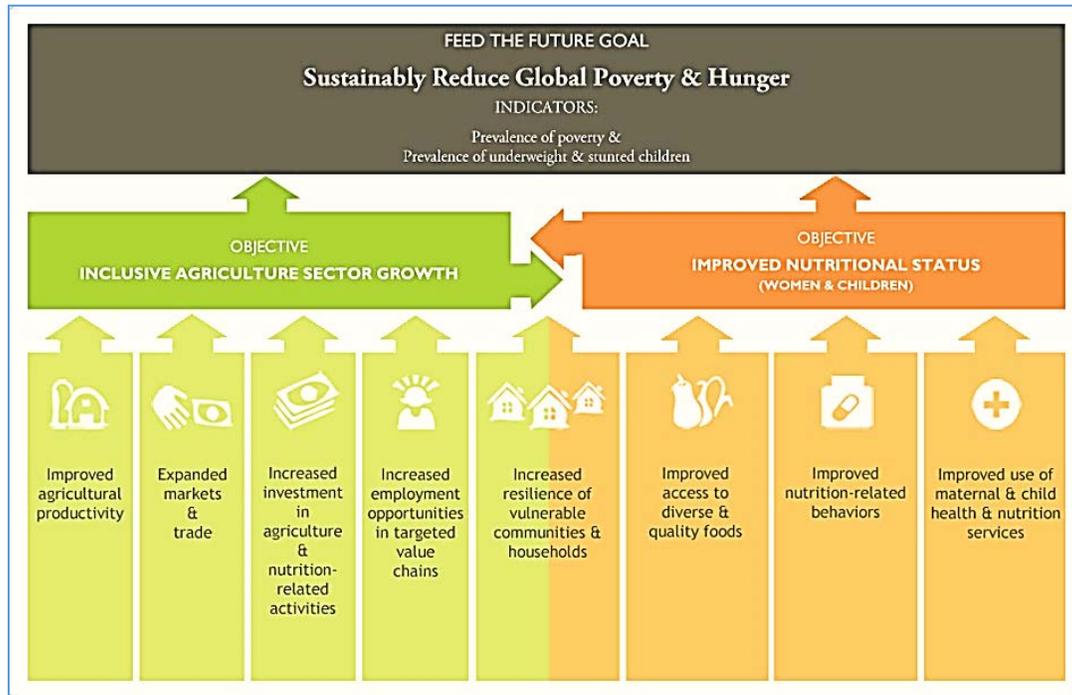
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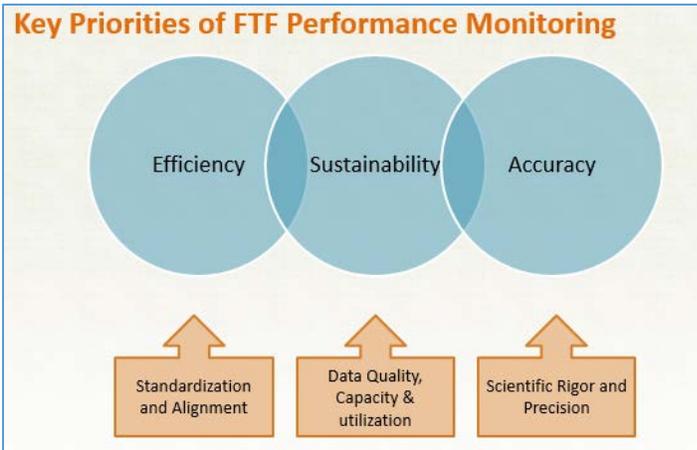
## Feed the Future Monitoring and Results Framework

### FTF Monitoring, Evaluation and Learning Framework



Notes:

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### Three Classes of Monitoring Indicators

Indicator Type	Population	Collection Method	Collection Frequency	Example
ZOI	Population of the ZOI	Population-Based Survey	Baseline, mid-term, final	Prevalence of Poverty
NTL	National/Regional Conditions	Secondary Data Sources	Annually	Percent change in Ag GDP
IM	USG Direct Beneficiaries	Implementing Partners	Annually	Gross margin

\* See indicator handbook for which indicators fall into each class

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### Performance Indicators

**16** population level in FTF Zone of Influence  
(population- based survey)

**4** national/regional level (existing sources)

**33** project level (implementers)

**53** total FTF Indicators

### Learning Agenda Themes

Ag  
Productivity

Ag Research  
and  
Development

Markets and  
Trade

Nutrition and  
Dietary  
Diversity

Gender and  
Women's  
Empowerment

Resilience of  
Vulnerable  
Populations

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## **FOR MORE INFORMATION:**

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**Monitoring, Evaluation and Learning**

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