



## Methodological guidance

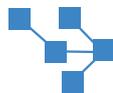
This guidance on results and indicators for identification and formulation has been developed by DEVCO Unit 04 “Evaluation and Results” jointly with DEVCO Thematic Units. It is addressed to all colleagues involved in the preparation of Action Documents (ADs) and project documents and offers support to build strong logical frameworks (identifying SMART results and measurable indicators) in line with DEVCO priorities. Its main objective is to enhance the quality of DEVCO interventions – both in terms of design as well as of monitoring and reporting in the course of implementation.

The need for such a guidance to support the definition of results chains and indicators at formulation stage was identified in the framework of the results reporting process led by DEVCO 04, as well as through its systematic review of all action documents presented at Quality Review Group meetings at formulation phase, focusing on Logical Frameworks.

This tool draws on a previous Sector Indicator Guidance for programming produced by DEVCO 04 in 2013 in collaboration with DEVCO Thematic Units, which provided a set of key indicators linked to policy priorities across different sectors, to be used for preparing programming documents (MIPs/NIPs/RIPs).

According to the OECD DAC terminology, the term of **results** covers the **outputs, outcomes** and **impact** of a development intervention. These three levels of results can be represented in a chain that is reflected in the structure of the Logical Framework Matrix (Impact - Overall Objective, Outcomes - Specific Objectives, and Outputs).

The present guidance covers the main sectors corresponding to DEVCO priorities as reflected in the [EU Results Framework](#), and provides for each sector:



A diagram of the Results chain at sector level, which reflect EU policy priorities and commitments as articulated in key policy documents;

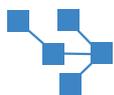


A short narrative explaining the underlying intervention logic;



A set of key indicators associated to each expected Result identified in the Results chain, along with eventual methodological notes and associated data sources.

Operational Managers involved in the preparation of ADs and project documents can use this guidance to develop Logical Framework Matrix at project/ programme level and accompanying narratives of the intervention logic (Section 4.3 of the AD). This guidance should support them to identify the main results (with corresponding indicators) that EU development interventions are expected to achieve in the sector of interest, mainly in terms of Impact - Overall Objective and Outcomes - Specific Objectives, and will also provide examples of relevant outputs.



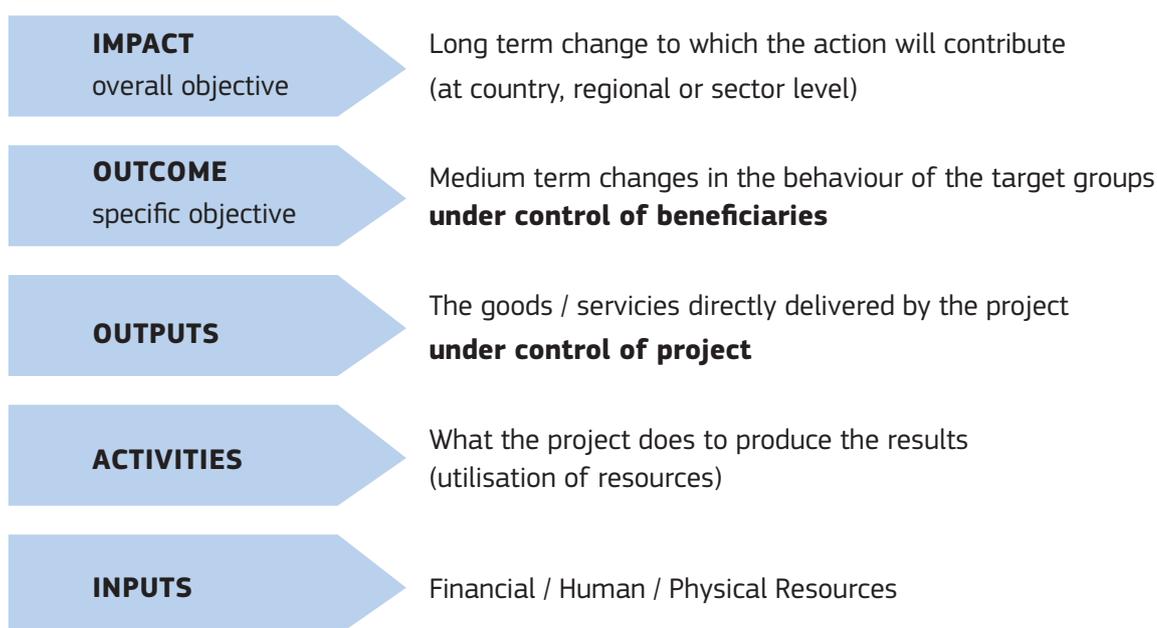
## Methodological note on the results chain

A Results chain is a diagram depicting a causal pathway of change. At sector level, it aims at representing the hierarchy of EU strategic priorities and covers expected results from outputs to outcome and to impact.

*How were the Results Chains at sector level from this Guidance reconstructed?*

- Key strategic EU policy and programming documents have been analysed to identify EU sector priorities and strategic objectives;
- From these documents and discussion with the thematic experts, the desired impact, expected outcomes and outputs were defined;
- Results statements were then organised by logical levels in the results chain and all possible links between them were indicated.

### *Components of a Results Chain (OECD DAC definition)*



## Methodological note on the Logical Framework Matrix (at project/ programme level)

The Logical Framework Matrix (or more briefly the Logframe) consists of a table summarising the key elements of a project plan, namely:

- The project's hierarchy of expected Results;
- The key external factors critical to the project's success (Assumptions);
- How the project's achievements will be monitored and evaluated. For each expected result, there should be at least one indicator, with a corresponding baseline, target and data source.

The Logframe should be completed at formulation stage and annexed to the Action Document and is further specified in the Project Document. During implementation, it should be used as a management tool for monitoring and reporting purposes.



## Source of Verification

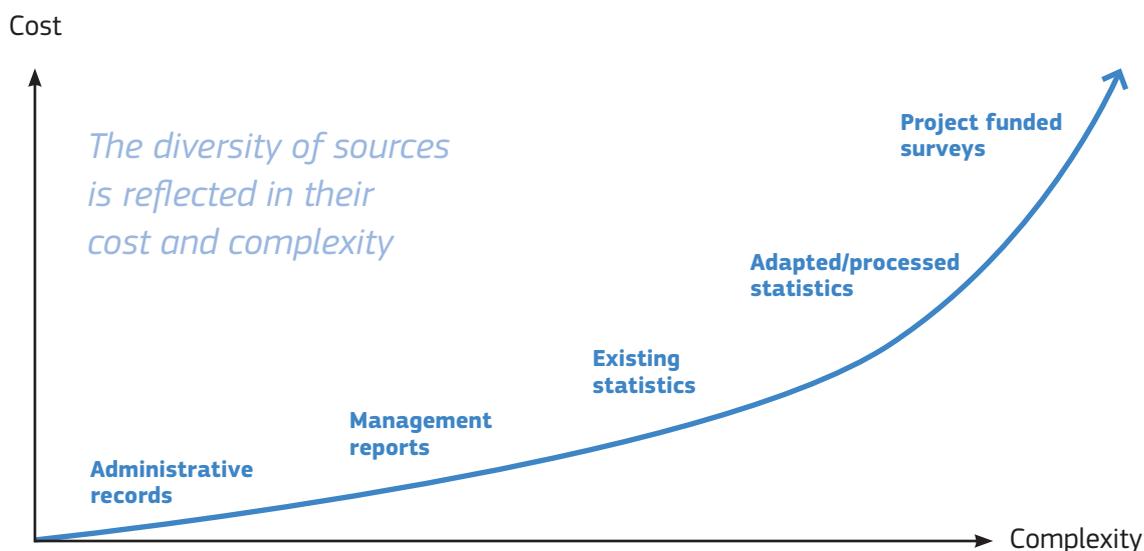
When indicators are being formulated, the Source of Verification (SoV) should also be specified.

The SoV should specify:

- **How** the information will be collected (e.g. from administrative records, special studies, sample surveys, observation, etc.) and/or the available documented source (e.g. progress reports, project accounts, official statistics, engineering completion certificates etc.);
- **Who** will collect/provide the information (e.g. field workers, contracted survey teams, the district health office, the project management team);
- **When / how** regularly it will be provided (e.g. monthly, quarterly, annually, etc.).

Data sources for indicators can be primary or secondary:

- **Primary data** are collected directly by the project (usually the implementing partner), and may include administrative, budget, or personnel data; surveys; interviews; and direct observation. The feasibility, complexity and cost effectiveness of primary data collection should be carefully considered.
- **Secondary data** have already been collected outside the project and is readily available from other sources. Secondary data should be accessible at no/little cost to the general public or the EU Delegation. Examples of secondary data include Government reports or existing statistics collected by international organisations. While secondary data can be more cost efficient than primary data, their quality, availability and reliability should be carefully considered.



Where possible and appropriate, EU-funded Actions should build on existing systems and sources rather than establish new ones, in order to support institutional strengthening objectives, avoid the creation of parallel information systems, and minimise additional cost. At the local level, civil society organisations, local government agencies and other service delivery agencies are likely to be keeping records that can provide relevant information to project implementers. At a higher level, the Bureau of Statistics, local research agencies, donor and business reports may be useful sources.