

Tool: Low level of disability inclusion required in M&E

At the end of this section you will get a general reminder about M&E.

Objective: To check, through your monitoring and evaluation system, if the implemented project excludes or has negative effects on persons with disability.

Expected result: to collect data related to the inclusivity, sustainability and the impact of your activity.

In which case to use it: This option is recommended for any type of project that is disability relevant. However, this should be the minimum required if your project focuses on poverty alleviation and delivery of basic services; social and human development project.

What to do

Key questions	How to collect the data	Source of verification	Required effort	Cost implication
Have you checked if they are persons with disabilities in your project area?	Observation by staff Ask the local stakeholders and partners in implementation Ask local disability stakeholders	Management reports	Mind-set of the management and technical staff for disability consideration	None Possibly sensitisation of the staff through meetings with Disability stakeholders
Where are persons with disabilities in your intervention area?	Ask the local stakeholders and partners in implementation If the project has outreach activities, staff reports	Management reports Activity reports of outreach staff	Mind-set of the staff Check if there are people with disabilities in the project area Update of the monitoring report of outreach staff.	None Possibility sensitisation of the staff through meetings with Disability stakeholders
Do people with disabilities frequent / use the service developed by your project?	Observation by staff Collection of data through usual statistics	Monitoring data and adapted statistics	Add a column in the frequency register, specifying when the user of the developed service is a person with disability	None Possibly sensitisation of the staff through meetings with Disability stakeholders
What are the effects of your	Collection of the information	Interviews of persons with	Identify a group of persons with	Time for identification

project on persons with disabilities?	directly from people with disabilities or their representative organisations in your target area	disabilities/ organisation of focus group	disabilities within the project area, with the support of local disability stakeholders Organise the focus group	of the persons Minimal budget for organising the focus group(s)
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As reminder...

A Monitoring and Evaluation system is based on indicators and sources of verification, and the actors involved in it.

Indicators

They can be quantitative, qualitative. Quantitative data relate to: the quantity delivered, the quality (what is delivered), the period (from to – how long); the location (where) and the target group (who). Qualitative indicators refer generally to attitudes and abilities.

Sources of verification:

From the lowest level of cost and complexity, sources are: administrative / financial reports; Management reports; Monitoring data; Adapted monitoring statistics; interviews of beneficiaries and specialised surveys.

Actors involved in data collection

Whatever is their role, stakeholders are: staff involved in the implementation of activities; external stakeholders and other partners in implementation and the beneficiaries of the project – target groups and final beneficiaries