

## Tool: Preparing Terms of references **with a disability dimension**<sup>1</sup>

### External monitoring missions and mid-term reviews

#### Implementation stage

##### Key issues to be studied

The study/mission could be asked to deliver an assessment of some or all of the following issues:

- ✓ To which extent the project is/remains consistent with, and supportive of, the policy and programme framework within which the project is placed
- ✓ Stakeholder participation in the management/implementation of the project, and the level of local ownership
- ✓ Project performance with respect to efficiency (input delivery, cost control and activity management) and effectiveness (delivery of outputs and progress towards achieving the purpose). Comparison should be made against what was planned. Gender and **disability** issues should be specifically monitored
- ✓ Project management and coordination arrangements, and the extent to which timely and appropriate decisions are being made to support effective implementation and problem resolution
- ✓ The quality of operational work planning, budgeting and risk management
- ✓ The quality of information management and reporting, and the extent to which key stakeholders are kept adequately informed of project activities (including beneficiaries/target groups especially those most affected by poverty such as women or persons with disabilities)
- ✓ the prospects for sustainability of benefits – including (as appropriate) financial viability/recurrent cost financing, equipment/asset maintenance, institutional capacity building and local ownership, environmental impact, social acceptability, etc

Based on these assessments, the study team would be expected to provide:

- ✓ Recommendations for any required change/modification to project scope (including objectives, management arrangements, financing, etc) in order to support effective implementation and the delivery of a sustainable benefit stream.

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<sup>1</sup> Developed from PCM Guidelines – 128-133, 2004