

T54 Monitoring and evaluation framework

Description

This tool guides the development of the indicator framework for the evaluation of the lines of action and strategic projects.

Participants

This task is carried out by the technical team.

Section 1. Indicators and evaluation framework for objectives, strategies and lines of action

Instructions:

1. *Review the framework of objectives, strategies, lines of action, goals and actions. Adjust the goals set if necessary, taking into account the municipality's capacities for data collection, evaluation and monitoring. Use global agendas and frameworks as a reference to link them to the objectives and goals. Some of these are listed below:*
 - a. *New Urban Agenda*
 - b. *Sustainable Development Goals (Agenda 2030)*
 - c. *Voluntary National Reviews (VNRs) or Voluntary Local Reviews (VLRs)*
 - d. *Paris Agreement*
 - e. *Prosperous Cities Index (CPI)*
 - f. *Nationally Determined Contributions (NDCs)*
 - g. *National Action Plans (NAPs)*
 - h. *Sendai Framework*
2. *For each goal, define an indicator. These should be contextualized in a geographic space and time period. In addition, they should be:*
 - *Specific: detailed and concrete.*
 - *Measurable: that it can be measured whether the goal has been met or not.*
 - *Affordable: attainable.*
 - *Relevant: contributing to priorities.*
 - *Temporary: that has a period of time to be achieved.*

For its definition, it can be based on national official statistics indicators, indicators generated by the municipality itself or indicators provided by organizations or sources external to the government, such as academia, citizen observatories and other platforms.

Tip: *Indicators from the global agendas, such as the SDGs, should also be used as a reference to measure and compare progress. It is possible to define new indicators that allow for more specific monitoring of each target. However, these must be feasible to measure by the municipality, in terms of data collection and management capacities, otherwise they cannot be evaluated and it is more appropriate to choose another indicator. Reflection is needed:*

- *Is the indicator a priority?*
- *Has it been measured before, and is a baseline available?*
- *What could be the strategy for data collection?*

T54 Monitoring and evaluation framework

Target			
Strategy			
Initiative	Goal	Indicator	Actions and projects

3. For each indicator, define the following criteria:

Criteria	Description
Goal	Goal associated with the initiative to be evaluated.
Indicator	The selected indicator may be associated with the impact of the result as well as with the process or management.
Unit of measure	Unit in which the indicator is measured.
Indicator source	Reference from where the indicator is obtained. It can be an institution or agency, as well as an agenda or global framework.
Alignment with the SDGs	If linked to any of the SDG indicators.
Institution in charge of data collection	Responsible for the data collection for the measurement of the indicator. This may be the municipality itself, a national government institution or another non-governmental entity. It may also include the creation of a new body, such as a citizen observatory.
Methodology/ formula for measuring the indicator	Formula or process by which the indicator is calculated.
Scale to location where it will be evaluated	It can be of a specific sector of the city, municipal, state, regional, etc.
Baseline	The baseline of the indicator before starting the implementation of the plan. This is important to compare before and after and to measure progress and impact.
Monitoring period	Periodicity with which the indicator is measured. It can be monthly, five-yearly, annually, etc.
Expected trend	The expected trend of the indicator once the course of action is achieved may be upward, downward or remain the same.

Example:

Goal	By 2030, 100% of the homes located in the area of influence of the Parque de la Equidad will have adequate drinking water, sanitation and electricity coverage.
Indicator	Inhabited private dwellings that have electricity, piped water from the public network and drainage.

T54 Monitoring and evaluation framework

Unit of measure	% of dwellings
Indicator source	Agenda 2030 - SDG 1
Alignment with the SDGs	SDG 1.4.1
Institution in charge of data collection	National Institute of Statistics and Geography (INEGI) (Population and Housing Census)
Methodology/formula for measuring the indicator	=private inhabited dwellings with electricity, public water and sewerage/total dwellings
Scale to location where it will be evaluated	Housing within the area of influence (5 blocks around) of the Parque de la Equidad.
Baseline	According to the 2020 Census, there are 66,050 dwellings in the area of influence, of which 57,728 have service coverage. Therefore, 87.40% of the total housing stock has basic service coverage.
Monitoring period	5 years (National Census)
Expected trend	Increase

T54 Monitoring and evaluation framework

Section 2. Indicators for strategic projects

Instructions:

1. Review, according to the programming and strategic project sheets (project portfolio), the specific objectives and components for each one of them, established in Block H Project Programming.
2. For each specific objective of each strategic project, define the set of indicators, using the above framework (table). A basic template is included below. At least one indicator should be used for each type of objective: technical, social and environmental/climate change.

PROJECT TITLE:: _____	
Specific objective	
Indicator	
Unit of measure	
Indicator source	
Alignment with the SDGs	
Institution in charge of data collection	
Methodology/formula for measuring the indicator	
Scale to location where it will be evaluated	
Baseline	
Monitoring period	
Expected trend	

T54 Monitoring and evaluation framework

Summary matrix of indicators

Instructions:

1. *Organize all the indicators of the monitoring and evaluation framework, corresponding to the lines of action and strategic projects, in a final matrix. Use tool H55 Indicator summary matrix.*

Section 4. Monitoring and evaluation strategy (Linked to Activity 47 Monitoring and Evaluation Strategy)

In addition to defining indicators with which to evaluate the progress of the plan and its strategic projects, it is important to define a monitoring strategy, which establishes how, when, and who will have this responsibility. This should also take into account the capacities of the municipality and the information available.

Instructions:

1. *Identify interested social groups for monitoring and follow-up, including NGOs, civil organizations, observatories, community groups, or any social group that represents the people benefited by the plan's actions and projects.*
2. *Based on the indicator frameworks developed in the previous steps, develop a roadmap for tracking indicators within the monitoring and evaluation framework. This should also include the institution or area in charge of monitoring each indicator.*
3. *Define a communication strategy, socialization and participation mechanisms for monitoring and evaluation. This should include communicating in a transparent manner on the progress and evaluation of the plan's implementation. It is important to involve citizens during this process and provide mechanisms and information so that they can demand accountability from the responsible agencies.*