



USAID
FROM THE AMERICAN PEOPLE

PROPERTY RIGHTS AND ARTISANAL DIAMOND DEVELOPMENT PILOT PROGRAM

CENTRAL AFRICAN REPUBLIC
PERFORMANCE MONITORING PLAN

OCTOBER 2010

This publication was produced for review by the United States Agency for International Development. It was prepared by Tetra Tech ARD.

Authors: Sebastien Pennes and Stephen Snook

Prepared for the United States Agency for International Development, USAID Contract Number EPP-I-00-06-00008-00, Task 5.42, Property Rights Artisanal Diamond Development (PRADD) in CAR, under the Property Rights and Resource Governance Program (PRRGP) Task Order, under the Prosperity, Livelihoods, and Conserving Ecosystems (PLACE) Indefinite Quantity Contract (IQC).

Implemented by:

Tetra Tech ARD
P.O. Box 1397
Burlington, VT 05402

Contact Information:

Melissa Hall
Project Manager
melissa.hall@tetrattech.com

Dr. Stephen Snook
Senior Technical Advisor/Manager
stephen.snook@tetrattech.com

PROPERTY RIGHTS AND ARTISANAL DIAMOND DEVELOPMENT (PRADD)

CENTRAL AFRICAN REPUBLIC
PERFORMANCE MONITORING PLAN

OCTOBER 2010

DISCLAIMER

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

TABLE OF CONTENTS

ACRONYMS AND ABBREVIATIONS	III
1.0 INTRODUCTION	1
2.0 RESULTS FRAMEWORK.....	3
3.0 COLLECTION OF DATA.....	7
3.1 QUANTITATIVE DATA COLLECTION	8
3.2 QUALITATIVE DATA COLLECTION.....	8
3.3 REPORTING	8
3.4 M&E STAFFING	8
4.0 IMPACT ASSESSMENT	9
APPENDIX I: PERFORMANCE INDICATOR REFERENCE SHEETS.....	11
APPENDIX II: DATA QUALITY WORKSHEET (FROM USAID PMP TOOLKIT).....	35
APPENDIX III: USG-SUPPORTED INITIATIVES/ MECHANISMS DESIGNED TO REDUCE THE POTENTIAL FOR VIOLENT CONFLICT	39

ACRONYMS AND ABBREVIATIONS

ADM	Artisanal diamond mining
AMCR/PFS	Artisanal Mining Claims Registry/Production and First Sales database
CAR	Central African Republic
COP	Chief of Party
COTR	Contracting Officer's Technical Representative
CSO	Civil Society Organization
DQA	Data Quality Assessment
EITI	Extractive Industries Transparency Initiative
FACTS	Foreign Assistance Coordinating and Tracking System
GOCAR	Government of the Central African Republic
GPS	Global Positioning System
IR	Intermediate Result
KPCS	Kimberley Process Certification Scheme
M&E	Monitoring and Evaluation
MMEH	Ministry of Mines, Energy, and Hydrology
NGO	Nongovernmental Organization
NRM	Natural Resource Management
PIRS	Performance Indicator Reference Sheet
PMP	Performance Monitoring Plan
PRADD	Property Rights and Artisanal Diamond Development
STA/M	Senior Technical Advisor/Manager
TBD	To Be Determined
USAID	United States Agency for International Development
USG	United States Government

I.0 INTRODUCTION

Funded under a direct United States congressional earmark supporting the implementation of the Kimberley Process Certification Scheme (KPCS), the Property Rights and Artisanal Diamond Development (PRADD) project in the Central African Republic (CAR) is financed by the United States Department of State and managed by the United States Agency for International Development (USAID). The PRADD CAR project is a two-year endeavor with the goal to demonstrate that by strengthening property rights: (1) alluvial diamonds will be brought into the formal chain of custody; and (2) local benefits from production and marketing of alluvial diamonds will increase.

Based on clearly detailed performance indicators, this Performance Monitoring Plan (PMP) provides the guidance, instruction, and direction needed to develop and maintain a sustainable and rigorous Monitoring and evaluation (M&E) system. The PMP outlines the necessary internal protocols, systems, and methodologies to monitor, evaluate, analyze, and report on project results. In addition, it will also:

- Provide project decision makers with reliable, accurate, and timely data on project outputs (what the project has done) and outcomes (what the project has achieved);
- Allow project leadership to better manage and adjust activities through evidence-based results;
- Remain flexible yet responsive to project results when/if changes in the political, social, operational, and enabling environments occur;
- Establish and maintain a learning system for the replication of project activities; and
- Fulfill the project's reporting obligations to USAID, as well as provide transparent information that fosters contractor and program accountability, allowing USAID and other stakeholder to draw lessons for ongoing and future development programming.

This PMP was developed with just over eight months remaining in Phase II of PRADD CAR, and will not be further modified, as most of the necessary changes to the activities of the initial Work Plan have already taken place. This proposed PMP measures the anticipated outputs and outcomes of activities already (or soon to commence) being implemented under the contract. The PMP is based on a series of assumptions around project actors (stakeholders, beneficiaries, etc.), systems, practices, and institutions. The foundation of the PMP is the performance indicators provided in Table 1. These indicators measure various levels of project progress, namely outputs and outcomes.

Performance indicators link project activities with higher level results, creating the necessary logical connection between what we do, what we achieve, and what long-term changes have occurred. The logical causal relationships, on which the project is based, are described in the project's Results Framework shown in Figure 1.

2.0 RESULTS FRAMEWORK

The PRADD CAR project has created a Results Framework (Figure 1) that details the relationship between activities, performance indicators, Intermediate Results (IRs), and project goals. As mentioned above, performance indicators are the foundation of the PMP and link activities (inputs: technical assistance, advocacy, procurement, information, etc.) with the project’s IRs, and project goals. Performance indicators have been carefully chosen to measure the outputs (what the project does, i.e., people trained) and outcomes (what the project has achieved, i.e., percentage of people trained who actually adopt the learned skill) of activities. Output and outcome performance indicators contribute to meeting the project’s IRs.

In an effort to design and implement an efficient and streamlined project, some activities have been designed to affect multiple IRs. It should be noted that PRADD CAR will also adopt and track selected Foreign Assistance Coordinating and Tracking System (FACTS) performance indicators as part of this PMP. The FACTS indicators, developed by the Department of State and USAID, have been developed to provide a consistent and standardized format to report on global indicators.

Figure 1. Results Framework

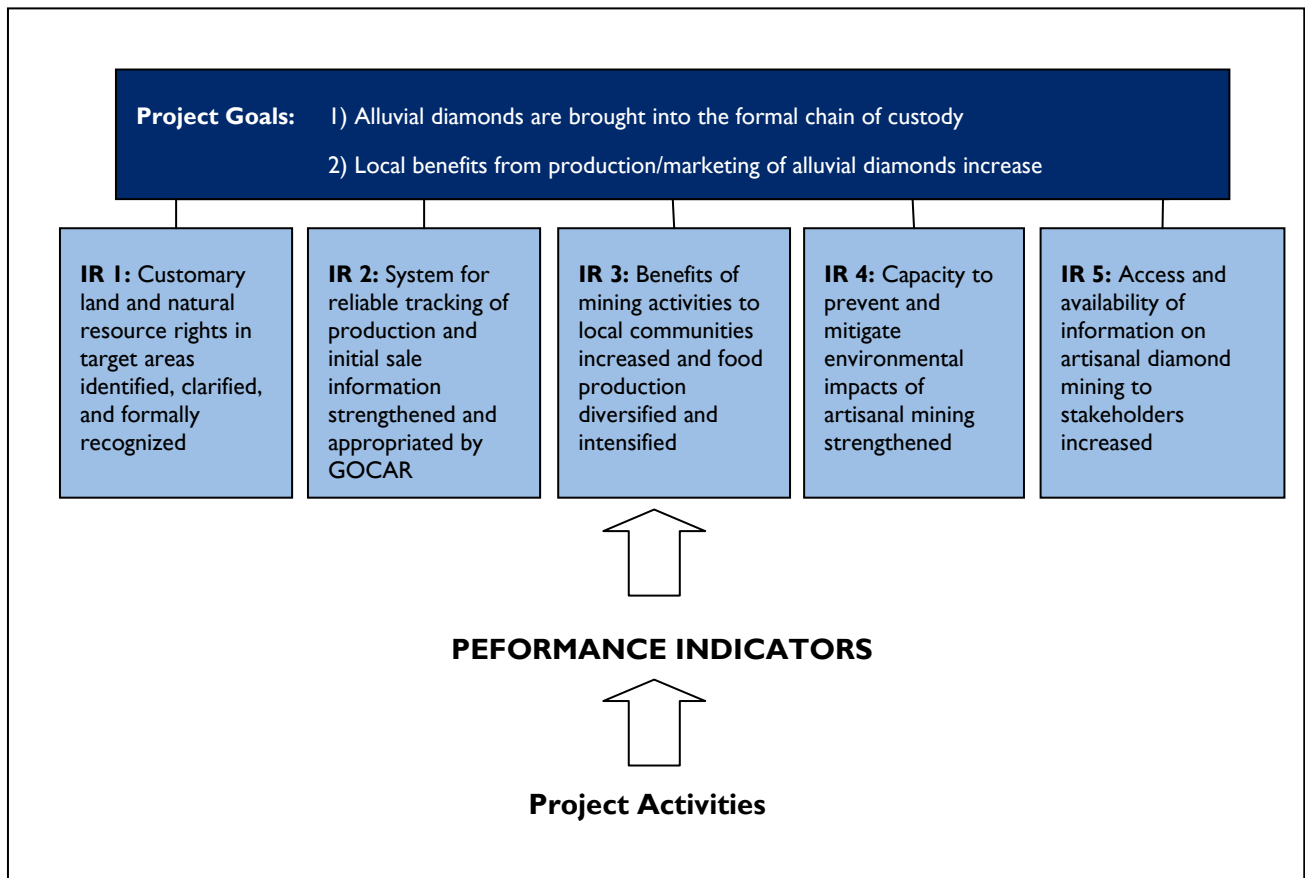


Table 1. PRADD CAR Performance Indicators

#	Indicator Name/Definition	Indicator Type	Unit of Measure	End Phase I (June 2009)	Current (October 2010)	Target (May 2011)
Intermediate Result 1: Customary Land and Natural Resource Rights in Target Areas Identified, Clarified and Formally Recognized						
1.1	Number of artisanal sites validated and officially recognized by local customary and administrative authorities	Outcome	Number	428	535	1,000 (cumulative)
1.2	Percentage of properly licensed artisanal miners	Outcome	Percentage	TBD	TBD	30% more than Oct. 2010
1.3	Number of United States Government (USG)-supported initiatives/ mechanisms designed to reduce the potential for violent conflict over the control, exploitation, trade, or protection of natural resources	FACTS/ Output	Number	0	TBD	12
Intermediate Result 2: System for Reliable Tracking of Production and Initial Sale Information Strengthened						
2.1	Number of artisanal miners introduced into the Artisanal Mining Claims Registry/Production and First Sales (AMCR/PFS) GIS Database, <i>disaggregated by gender, pilot site, community, and place of origin</i>	Output	Number	330	No change	850 (cumulative)
2.2	Number of requests processed by the ministerial GIS Database unit	Output	Number/month	0	0	10
2.3	Number of carats entered into South-West Regional Directorate records	Outcome	Number/month	—	TBD	100 carats/month above the October 2010 figure
Intermediate Result 3: Benefits of Mining Activities to Local Communities Increased and Food Production Diversified and Intensified						
3.1	Number of stakeholders (i.e., miners, sellers, dealers, brokers, but with a focus on artisanal miners, <i>disaggregated by gender, pilot site, community, and place of origin</i>) trained on the four Cs (Cut, Carat, Color, and Clarity)	Output	Number	0	33 (31 men, 2 women)	100
3.2	Number of people (<i>disaggregated by gender, pilot site, community, and place of origin</i>) with increased economic benefits derived from sustainable natural resource management and conservation as a result of USG assistance—FACTS	Outcome/ Impact	Number	0	TBD	25% more than October 2010
3.3	Percentage of artisanal mining household reporting they earn income originating from non-diamond activities	Outcome/ Impact	Percentage	0	TBD	25% more than October 2010
3.4	Percentage of artisanal miners' wives declaring a greater participation in household decision-making	Outcome	Percentage	0	TBD	40% higher than October 2010

#	Indicator Name/Definition	Indicator Type	Unit of Measure	End Phase I (June 2009)	Current (October 2010)	Target (May 2011)
Intermediate Result 4: Capacity to Prevent and Mitigate Environmental Impacts of Artisanal Mining Strengthened						
4.1	Number of mined-out sites rehabilitated and/or regenerated and protected	Output	Number	0	TBD	50 more than June 2009
4.2	Number of community-based land use plans (smart mining) adopted and enforced by selected communities	Outcome	Number	0	0	5
Intermediate Result 5: Access and Availability of Information to Stakeholders on Artisanal Diamond Mining Increased						
5.1	Number of articles and programs on artisanal mining broadcasted and disseminated by the media	Output	Number	0	TBD	No target set
5.2	Percentage of artisanal miners in project area demonstrating knowledge of the Mining Law	Outcome	Percentage	—	0	50%

3.0 COLLECTION OF DATA

Many of the PRADD CAR performance indicators will be collected directly from the field by the Rural Animators with the help of village-based Local Facilitating Artisans. While this will allow the project team to cover the entire intervention area weekly, this method of data collection can also entail a certain degree of variation, as Local Facilitating Artisans—who are technically not PRADD staff—will often be the only source of weekly data. However, Rural Animators are able to cover the entire area by themselves over the course of a month and thus are able to verify the accuracy and veracity of data.

The following performance indicators are collected by the team of IR experts based in Bangui, sometimes in partnership with key stakeholders such as the Ministry of Mines, but always double-checked by the PRADD experts:

- #2.1: Number of artisanal miners introduced into the AMCR/PFS GIS Database
- #2.2: Number of requests processed by the GIS Database ministerial service
- #2.3: Number of carats entered into South-West Regional Directorate records
- #3.1: Number of stakeholders (i.e., miners, sellers, dealers, brokers, but with a focus on artisanal miners, *disaggregated by gender, pilot site, community, and place of origin*) trained on the four Cs (Cut, Carat, Color, and Clarity)
- #5.1: Number of articles and programs on artisanal mining broadcast and diffused by the media.

Indicators 3.2, 3.3, and 3.4 will be collected through a panel study of mining households. Questionnaires will be developed by the Bangui experts and a random sample of 200–300 mining households will be drawn in the project area. Data will then be collected from these households in October 2010 and again in March 2011. The use of the panel study method will enable the project to attribute effects to project interventions. **Note: women enumerators will be used to collect information from women members of households. A separate retrospective impact assessment will be conducted in January 2011.**

The questionnaires will include closed questions derived from the following performance indicators:

- #3.2: Number of people (*disaggregated by gender, pilot site, community, and place of origin*) with increased economic benefits derived from sustainable natural resource management and conservation as a result of USG assistance
- #3.3: Percentage of artisanal mining households reporting they earn income originating from non-diamond activities
- #3.4: Percentage of artisanal miners' wives declaring a greater participation in household decision making
- #5.2: Percentage of artisanal miners demonstrating knowledge of the Mining Law.

The number of people trained will be collected following every training session. The pre-test/post-test method will be used to determine if their understanding of the subject matter improved.

Until September 2010, PRADD IR Coordinators gathered artisanal miners in a specific village for day-long training sessions. Since the start of September 2010, the cascade method is being used. IR Coordinators develop the awareness-raising or training modules in Bangui, bring them to the Rural Animators and the Local Facilitating Artisans in the provinces, and lead them in training-of-trainers session. The Rural Animators then deliver the training at the village level to small groups of people.

3.1 QUANTITATIVE DATA COLLECTION

Quantitative data will be collected routinely and continuously throughout the remainder of PRADD CAR's Phase II by the Rural Animators and the Local Facilitating Artisans. Data will be spot-checked and validated during routine field visits by Bangui office staff members, and will be stored in the project office in Bangui. For each data point reported by PRADD CAR, the Chief of Party (COP) will store the necessary supporting documentation, as well as the data itself, in the national office in Bangui. Data will be routinely audited by the COP, who will verify the data (e.g., that participant sign-in forms are signed and dated and supporting photographs are submitted) and conduct rolling audits of training and capacity-building data. The COP will conduct a final data audit toward the end of Phase II of the project using the Data Quality Worksheet (see Appendix II).

3.2 QUALITATIVE DATA COLLECTION

The PRADD CAR project will conduct a variety of qualitative data collection techniques to produce Lessons Learned and Success Stories using USAID standard templates and procedures (<http://www.usaid.gov/stories/guidelines.html>). As a goal, each quarterly report will include a qualitative piece that supports the project's work, in the form of a case study, a lesson learned, or a success story.

Qualitative data will be gathered by the field-based Rural Animators, Bangui-based project staff, and the COP. Qualitative data will accompany quantitative data and will be stored in the office in Bangui.

3.3 REPORTING

Tetra Tech ARD will submit quarterly reports to USAID. The quarterly reports will provide a template to show movement toward meeting IRs from performance indicators (see Figure 1). As the program evolves, the project will review results to date to ensure assumptions are accurate, to see where results can be maximized, and to identify activities and interventions that may need to be redesigned to produce greater results.

3.4 M&E STAFFING

No M&E Specialist will be recruited. All PRADD CAR staff members are responsible for monitoring and evaluation at various levels. Field-based Rural Animators are responsible for routine data collection using Performance Indicator Monitoring Sheets and a Training and Sensitization Monitoring Form. The heads of sub-offices are responsible for verifying data and consolidating it into the electronic Weekly Monitoring Table to be transmitted to the Bangui office. Each IR Coordinator is responsible for entering this information into their respective electronic tables, which they update on a weekly basis. The COP is responsible for double-checking all data collection and internal communication and is ultimately responsible for the integrity of the PRADD CAR M&E systems and the quality of its data.

4.0 IMPACT ASSESSMENT

The PRADD project will develop and implement an Impact Assessment to assess higher level results using mixed quantitative and qualitative techniques. The project's Impact Assessment will develop a set of impact indicators (including but not limited to):

- Economic benefits to beneficiaries;
- Value and volume of diamond entering the formal chain of custody;
- Environmental degradation as a direct and indirect result of mining activities; and
- Mining value chain actor's knowledge and understanding of mining issues.

The Impact Assessment and the PMP differ in their scope and objectives; while there are significant overlaps, the Impact Assessment will be an independent exercise, carried out to determine the outcomes that have taken place during the first and second phases of the project.

Data collection tools and methodologies will be developed and implemented to assess impact resulting from project activities. The first step will be to design the assessment scope of work and identify the specialist(s) who will carry it out. The scope of work will be submitted to USAID for approval. Once finalized, Tetra Tech ARD will identify qualified evaluator(s) to carry out the assessment.

This assessment will differ from that undertaken in Liberia in two ways: it will collect retrospective information as well as data from up-to-the-moment results; and it will be carried out in January 2011, instead of October 2010.

APPENDIX I: PERFORMANCE INDICATOR REFERENCE SHEETS

Performance Indicator Reference Sheet #1.1

Indicator 1.1: Number of artisanal sites validated and officially recognized by local customary and administrative authorities

DESCRIPTION

Precise Definition(s): This is the number of artisanal diamond mining claims that have been validated by both the village chief and village elders of the customary community councils, and officials of the local administration. The latter include representatives of the municipality, the mining police (*Brigade Minière*), as well as provincial appointees of the Ministry of Interior (*Préfecture*) and the Ministry of Mines, Energy, and Hydrology (*Direction Régionale*). Note that a single artisanal miner can have more than one property/resource claim.

Unit of Measure: Artisanal diamond mining site with validated certificate.

Disaggregated by: Stage in the process, gender of miner, location of site, community and place of origin of miner. The PRADD 8-step process is disaggregated into four phases: census, GIS referencing, acknowledgment (including local conflict resolution), and public validation (including handing out of the certificate).

Justification/Management Utility: This indicator measures the number of claims officially recognized by the socially and legally accepted repositories of both customary and statutory rights. It entails the examination, georeferencing and validation of claims at the village level, and entails 7 of the 8 steps of the PRADD model. Although the certification of a claim does not imply formal legal recognition, local statutory authorities are involved throughout the process, and their public, ceremonial validation enhances the protection of property right holders. It is hoped that by the end of Phase II GOCAR will have begun granting formal legal recognition to these claims.

PLAN FOR DATA COLLECTION BY USAID

Data Collection Method: Indicator will be marked after completion of 7 of the 8 steps in the PRADD property rights validation process, i.e., after the certificate is handed out to the claim owner and publicly acknowledged by customary and statutory authorities. In addition, a monthly update of the table disaggregating the claims by stage in the process, gender of miner, location of site, community and place of origin of miner, is being kept at the PRADD national office and will be communicated in the quarterly reports.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): PRADD National Office and the *Direction Générale* of the Ministry of Mines (after completion of its transfer)

Frequency/Timing of Data Acquisition: Weekly contacts with community leaders, artisanal miners, and municipalities

Estimated Cost of Data Acquisition: This routine activity is included in the budget and does not require additional cost.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011

Known Data Limitations and Significance (if any): None.

Actions Taken or Planned to Address Data Limitations: None.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be analyzed by geographic distribution and by disaggregated variables.

Presentation of Data: Data will be presented in numeric and tabular form, and will include maps showing spatial distribution of claims, with supporting qualitative data as narrative.

Review of Data: COP and STAM will review data before reporting to USAID.

Performance Indicator Reference Sheet #1.1

OTHER NOTES

Notes on Baselines/Targets: PRADD CAR Phase I achieved the public validation of 428 mining sites/claims, which therefore constitutes the baseline for Phase II. As of the end of October 2010 a total of The target for the end of Phase II in May 2011 will be 1,000 cumulative claims certified.

Location of Data Storage: Data will be stored at the PRADD national office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #1.2

Indicator 1.2. Percentage of properly licensed artisanal miners

DESCRIPTION

Precise Definition(s): This indicator measures the proportion of artisanal miners owning the artisanal exploitation license (*patente d'exploitant-artisan minier*) in the project implementation zones against the total number of artisanal miners participating to the property claims validation process in the project implementation zones. The artisanal mining license does not commence on the date of purchase, and only gives the miner the right to the legal exploitation of diamond and gold until 31 December of each year. It is the minimum legal status an artisanal miner can obtain from the Ministry of Mines to be formally recognized and included in the chain of custody. Note that this license gives the right to diamond exploitation but not necessarily the property rights to one or more specific mining site. Therefore, the delivery of a customary property claim added to the ownership of such a license guarantees nearly full protection to the miner who is then accounted for in the Kimberly Process diamond chain of custody. It measures the impact of PRADD activities of sensitization and incentives for an artisanal miner to become legal.

Unit of Measure: Percentage: number of artisanal miners with the *patente d'exploitant-artisan minier* in the project implementation zones divided by the number of artisanal miners participating to the property claims validation process in the project implementation zones.

Disaggregated by: Stage in the process, gender of miner, location of site, community and place of origin of miner.

Justification/Management Utility: Note that as long as the PRADD certificate does not bear full legal status under the CAR Property Code or Mining Code, the number of licenses issued remains the closest PRADD can come to protecting miners' rights.

PLAN FOR DATA COLLECTION BY USAID

Data Collection Method: PRADD Regional Offices collect on a monthly basis the number of licenses delivered by the regional office of the Ministry of Mines to the PRADD villages of intervention. This information is double-checked at the time it is received by the PRADD Rural Animators.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): PRADD Regional and National Offices, Ministry of Mines

Frequency/Timing of Data Collection: Monthly

Estimated Cost of Collection: This routine activity is included in the budget and does not require additional costs.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): This indicator's data is significant in part because it indirectly measures the success of PRADD awareness raising, training, and behavior-changing communication activities.

Actions Taken or Planned to Address Data Limitations: N/A

Date of Future Data Quality Assessments: N/A, unless a Phase III is planned

PLANS FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: The percentage of properly licensed artisanal diamond miners will be analyzed by gender of miner, location of site, community, and place of origin of miner.

Presentation of Data: Data will be presented in numeric form and tabular form.

Review of Data: COP and STA/M will review data before reporting to USAID.

OTHER NOTES

Performance Indicator Reference Sheet #1.2

Notes on Baselines/Targets: The existing percentage of properly licensed artisanal miners in the project implementation zones will be tabulated during the month of October 2010. The target for May 2011 will be an increase of 30%. This large increase will be achieved as a result of closer, longer and more regular contact with the communities, and the more focused PRADD communications campaign.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #1.3

Indicator 1.3: Number of USG-supported initiatives/ mechanisms designed to reduce the potential for violent conflict over the control, exploitation, trade or protection of natural resources—FACTS

DESCRIPTION

Precise Definition(s): The natural resource of interest is diamonds. Initiatives and mechanisms are either awareness-raising/behavior-changing or training activities. PRADD CAR will design these activities to include elements that act to reduce the potential for violence. See PMP Appendix III for the list.

Unit of Measure: Number of awareness-raising/behavior-changing or training activities targeting alluvial diamond miners and their families.

Disaggregated by: Type of activity, demographics of participants (gender, occupation, affiliation, origin)

Justification/Management Utility: Focused activities to raise the awareness of miners, change their behavior, and train them in useful skills will also contain important messages aimed at reducing the potential for conflict over diamonds

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Data will be collected on each of the awareness-raising/behavior-changing and training activities. The Rural Animators will collect sign-in sheets and the pre-test and post-test participant evaluations and will transmit these to the IR coordinators. The COP will spot check these for validity (i.e., making sure the signatures are not done by the same small number of people) and will have the data inputted and will store the sheets in the project data files. In addition, PRADD regional offices will routinely collect the number and nature of active conflicts in the villages of intervention through contacts with Local Facilitating Artisans, village chiefs, and the mining police (*Brigade Minière*).

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Rural Animators, Local Facilitating Artisans, village chiefs, and the mining police

Timing/Frequency of Data Collection: Weekly

Estimated Cost of Collection: This routine activity is included in the budget and does not incur additional costs.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): In its focus to reduce large-scale conflicts and civil wars fueled by the diamond trade, the Kimberley Process omits the critical fact that diamonds are a source of small-scale, community-level conflicts. While the data for this indicator will demonstrate what PRADD is doing to prevent conflict, they will not provide a comprehensive set of conflict mitigation successes in CAR.

Actions Taken or Planned to Address Data Limitations: Addressing this data limitation is beyond the scope of PRADD-CAR.

Data of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be analyzed based on type of activity (awareness-raising/behavior-changing or training), the demographics of the participants, and the effect of the activity as measured by comparing pre-test scores with post-test scores. Data on local conflicts, whenever known, will be analyzed to show the type and scope of conflicts, and examples of how they were resolved, if applicable.

Presentation of Data: Numeric tables and maps with narrative analysis.

Review of Data: COP and STAM will review data before reporting to USAID.

Performance Indicator Reference Sheet #1.3

OTHER NOTES

Notes on Baselines/Targets: Baseline is 0. Data for the current situation will be collected in October. Target for May 2011 will be 12 awareness-raising/behavior-changing and training activities completed.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #2.1

Indicator 2.1: Number of artisanal miners introduced into the AMCR/PFS GIS Database, *disaggregated by gender, pilot site, community and place of origin*

DESCRIPTION

Precise Definition(s): This indicator shows the number of artisanal miners properly included in the Artisanal Mining Claims Registry/Production and First Sales (AMCR/PSF) GIS Database, along with their GPS-referenced mining sites. The project counts only registered miners from project sites. The AMCR/PSF Database was created by PRADD to enable tracking of artisanal miners in the implementation areas. It will be transferred to the Ministry of Mines by the end of the project.

Unit of Measure: Miners in the database.

Disaggregated by: Gender, pilot site, community and place of origin of miner

Justification/Management Utility: This indicator is germane to the Kimberley Process. It shows the number of artisanal miners, whether or not formally legalized, registered with the ministry, so that the government of the Central African Republic (GOCAR) can trace the location of a given diamond producer.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD GIS expert regularly updates the database. Data are cross-checked regularly by PRADD field staff members.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): PRADD Rural Animators and the GIS Expert before the transfer, the Ministry of Mines after the database is transferred.

Timing/Frequency of Data Collection: Monthly

Estimated Cost of Collection: This routine activity is included in the budget and does not incur additional costs.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): There are no data limitations. PRADD has access to the database. The data are significant to the Kimberley Process.

Actions Taken or Planned to Address Data Limitations: N/A

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be presented in numeric form, with analysis showing trends and patterns in geographic distribution as well as patterns based on gender and place of origin.

Presentation of Data: Tables, graphics, maps, with analysis

Review of Data: COP and STA/M will review data before reporting to USAID.

OTHER NOTES

Notes on Baselines/Targets: The database contained 428 names as of the end of Phase I in June 2009. The target by May 2011 is 850 cumulative miners' names.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #2.2

Indicator 2.2. Number of requests processed by the ministerial GIS Database unit

DESCRIPTION

Precise Definition(s): This indicator measures how many requests from a ministry or to an external stakeholder the ministerial GIS unit processes per month. The number of requests processed by the unit will indicate the level of activity and the number of services it renders.

Unit of Measure: Number of requests processed

Disaggregated by: Type of request processed

Justification/Management Utility: The GIS unit at the Ministry of Mines was created primarily to maintain and update the AMCR/PSF database for the effective geo-referenced tracking of diamonds from production to export. It will thus record the transmission of data collected or updated at the local level to the GIS unit. However, it is hoped that the GIS unit will be of many other uses to the ministry such as the production of maps for meetings and reports, the exchange of GPS information with the mining industries, the follow-up of environmental degradation by the department of environment, etc. In a way, it measures the level of modernization of the Ministry of Mines. Finally, it will show whether the GIS unit is being maintained and whether it remains operational.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: The GIS unit will communicate its entries to the PRADD GIS Expert on a weekly basis.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Ministry of Mines/GIS Unit

Timing/Frequency of Data Collection: Monthly

Estimated Cost of Collection: This routine activity is processed by the ministry and does not incur additional costs.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): Given the nature of bureaucratic processes within the ministry—sometimes extremely procedural, sometimes very chaotic—data collection will be a challenge.

Actions Taken or Planned to Address Data Limitations: The PRADD GIS Expert and the ministry GIS Unit will define the data collection process.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be presented in numeric form and does not require extensive analysis. The entries will be split between those related to the AMCR/PSF database and all others, in order to show the importance of services rendered by this unit as well as the importance of the database for the ministry.

Presentation of Data: Numbers with analysis showing this important step in the technological modernization of the ministry.

Review of Data: COP and STA/M will review data before reporting to USAID.

Performance Indicator Reference Sheet #2.2

OTHER NOTES

Notes on Baselines/Targets: It is impossible to know at this stage how many requests will be processed by the MMEH GIS Unit per month during the remainder of Phase II. The target for May 2011 is set conservatively at 10.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #2.3

Indicator 2.3: Number of carats entered into South-West Regional Directorate records

DESCRIPTION

Precise Definition(s): Number of carats entered into the South-West Regional Directorate records each month

Unit of Measure: Number of carats of diamonds per month.

Disaggregated by: Commune.

Justification/Management Utility: This satisfies the objective contained in Amendment 5 of the PRRG task order: “the amount of carats entering the chain of custody” and will show how PRADD contributed to the traceability of rough diamonds from source to export.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Data entered into the South-West Regional Directorate records each month are collected by PRADD project staff and transmitted to the national office in Bangui.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): South-West Regional Directorate records

Timing/Frequency of Data Collection: Monthly

Estimated Cost of Collection: This routine activity is in the approved budget and does not incur additional costs.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): PRADD’s approximately 1,100 beneficiary miners represent just over 1% of the national estimate of 90,000 artisanal diamond miners in CAR, and about 45% of the estimated number of artisanal diamond miners in the three communes in which the project is active. As yet, PRADD does not have access to GOCAR records, and is uncertain of its ability to get accurate information at the level of the individual miner due to lack of trust and honesty.

Actions Taken or Planned to Address Data Limitations: PRADD will track the number of carats entering the formal chain of custody at both the regional and communal level. PRADD has developed good relations with the Regional Directorate and will have access to GOCAR records.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be analyzed by commune and region, so that PRADD’s impact on diamond traceability can be estimated.

Presentation of Data: Data will be presented as numbers in tabular form.

Review of Data: Partners such as EITI or Carat Investment will help comment on the data according to their information and other sources. The COP and the STA/M will review data before it is submitted to USAID.

Performance Indicator Reference Sheet #2.3

OTHER NOTES

Notes on Baselines/Targets: In August 2010, the number of carats entered into the national chain of custody was 36,108. The share coming from the PRADD project area was 1.2% of that, or about 433 carats. PRADD will endeavor to determine whether the miners were project beneficiaries. For the target, the amount of carats entered into the records of the South-West Regional Directorate for October 2010 will be recorded. The target for May 2011 will be 100 carats more than the October 2010 monthly figure.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #3.1

Indicator 3.1. Number of stakeholders (i.e., miners, sellers, dealers, brokers, but with a focus on artisanal miners, disaggregated by gender, pilot site, community, place of origin) trained on the four Cs (Cut, Carat, Color, and Clarity)

DESCRIPTION

Precise Definition(s): The number of miners who received direct and indirect training by PRADD project personnel on diamond evaluation and who have a direct access to diamond valuation equipment.

Unit of Measure: Number of people trained in “the four Cs”

Disaggregated by: Gender, pilot site, community, place of origin, occupation

Justification/Management Utility: The numbers of artisanal miners able to estimate accurately the relative value of a diamond could influence the benefit local communities derive from mining activities. If miners can increase their profit at the moment of sale, there will be indirect benefits in the local economy. Although how much additional money a miner trained to value a diamond can earn cannot be determined a priori as there are many factors that influence a sale, it is reasonable to hypothesize that a trained miner is more likely to negotiate a fair sale price and/or to put collectors in competition for a sale.

PLAN FOR ACQUISITION BY USAID

Data Collection Method: PRADD will work with 5 cooperatives. The Carat Investment and the Diamond School are the PRADD partners responsible for training miners in diamond valuation. They will measure improvement in the knowledge of miners using the pre- and post-test method. In addition, PRADD field staff members will monitor the use of the diamond valuation equipment that the PRADD project will distribute to the beneficiary communities.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): PRADD training partners (Carat Investment, the Diamond School) and Local Facilitating Artisans.

Timing/Frequency of Data Collection: Monthly (monitoring) and three months after training (evaluation)

Estimated Cost of Collection: The monitoring is routine and does not incur additional cost. The evaluation costs will be taken from the training activities costs included in the budget.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): This indicator measures the number of people trained, and not changes in miners’ capacity to evaluate a diamond.

Actions Taken or Planned to Address Data Limitations: If a Phase III is planned, PRADD could add an indicator to measure changes in miners’ capacity to evaluate the worth of a diamond.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data will be analyzed based on gender, pilot site, community, place of origin, and occupation. PRADD will endeavor to supply qualitative information on whether the trained miners begin making a better profit per sale.

Presentation of Data: Numbers in tabular form with narrative analysis.

Review of Data: COP will conduct periodic data audit to ensure data quality.

Performance Indicator Reference Sheet #3.1

OTHER NOTES

Notes on Baselines/Targets: The number of miners, sellers, dealers, and brokers trained to evaluate diamonds as of October 2010 will be tabulated. The target cumulative number to be trained by May 2011 is 100.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #3.2

Indicator 3.2: Number of people (*disaggregated by gender, pilot site, community, place of origin*) with increased economic benefits derived from sustainable natural resource management and conservation as a result of USG assistance—FACTS

DESCRIPTION

Precise Definition(s): Increased economic benefits include increased household income as well as new enterprises developed, including but not limited to fish farming, forestry/agro forestry, sustainable agriculture, and microenterprise.

Unit of Measure: Number of people who claim increased economic benefits

Disaggregated by: Gender, pilot site, community, place of origin, occupation

Justification/Management Utility: This indicator will capture direct and indirect effects from many PRADD income-generating activities, savings and loans schemes, training to negotiate better profits from diamond sales, advocacy to “invest” in mining areas, strategic partnerships, and various grassroots awareness and behavior-modification campaigns. It will reflect PRADD influence on mining communities’ food security.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD will develop a questionnaire on economic benefits and will carry out a household survey of a random sample of 200 to 300 households in October 2010. The survey will, to the maximum extent possible, gather retrospective data as well. A second survey will be carried out in March 2011 in the same villages using the same sample of households. This survey is not part of the retrospective impact evaluation planned for January 2011. Any observed change in the number of households with increased economic benefits, as well as the types of economic benefits, will be in part attributable to the project’s interventions.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Village households.

Timing/Frequency of Data Collection: October 2010 and March 2011

Estimated Cost of Collection: This activity will require additional costing of around 2,000 USD per survey. The budget will be re-aligned to include this cost without exceeding the overall budget size.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): First, the impact demonstrated by the evaluation will admittedly not only be the direct result of PRADD activities, as it can be also influenced by general social, economic, political and climatic changes as well as the influence of non-PRADD projects. Second, the quality of data will depend on the quality of the questionnaire and the skill of the enumerators.

Actions Taken or Planned to Address Data Limitations: Qualitative data will be provided to account for any extraneous influences in the intervention areas. The questionnaire will be carefully designed to yield the information needed. Enumerators will be appropriately trained and supervised.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: The data collected through the questionnaires will be analyzed both by the PRADD field team and by the ARD Home Office support staff to assess the extent to which there have been changes in the economic benefits of the sampled households. ARD will categorize and quantify any economic benefits claimed by the households.

Performance Indicator Reference Sheet #3.2

Presentation of Data: Tables, graphics, with supporting qualitative data as narrative.

Review of Data: COP and Home Office STA/M and M&E experts.

OTHER NOTES

Notes on Baselines/Targets: The survey of 200-300 randomly selected mining households will be conducted in October 2010. The same questions will be asked of the same households in March 2011. The target will be 25% of households reporting increased economic benefits.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #3.3

Indicator 3.3: Percentage of artisanal mining households reporting they earn income originating from non-diamond activities

DESCRIPTION

Precise Definition(s): This indicator will measure economic dependence of artisanal miners on mining activity. Data will be collected through household surveys to be undertaken in October 2010 and March 2011. It will provide miners' declaration of income originating from mining against other sources such as farming, non-diamond trade, remittances, etc.

Unit of Measure: Miner households

Disaggregated by: Commune and village

Justification/Management Utility: This indicator will provide insight as well into miners' ability to withstand the shocks related to the plummeting of the rough diamond price on the international market and to the uncertainties in income due to the random nature of diamond prospecting.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD will collect the data through the same questionnaire and using the same methodology as Indicator #3.3.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Households

Timing/Frequency of Data Collection: October 2010 and March 2011

Estimated Cost of Collection: This activity is included in the approved budget.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): The quality of the data that will populate this indicator will depend on the quality of the questionnaire, the skill of the enumerators, the miners' willingness to discuss their incomes, and the ability of PRADD to track the same households over a period of time.

Actions Taken or Planned to Address Data Limitations: PRADD will develop the questionnaire carefully and will train and supervise the enumerators appropriately. Most importantly, since September 2010, PRADD has striven to gain the trust of miners by placing PRADD staff closer to the communities and by increasing the frequency of contacts. PRADD believes this will make the miners more willing to discuss their household economic circumstances.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: This exercise will yield a rich data set and time constraints will not permit full analysis. Data analysis will at a minimum establish the percentage of household reporting income originating from non-diamond activities.

Presentation of Data: Percentage with tables and graphics.

Review of Data: COP, Community Development Expert, and home office STA/M and M&E Specialist

Performance Indicator Reference Sheet #3.3

OTHER NOTES

Notes on Baselines/Targets: The survey of 200-300 randomly selected mining households will be conducted in October 2010. The same questions will be asked of the same households in March 2011. The target will be 25% of households reporting income originating from non-diamond activities.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #3.4

Indicator 3.4: Percentage of artisanal miners' wives declaring a greater participation in household decision-making

DESCRIPTION

Precise Definition(s): "Artisanal miners' wives" will include women married to and living with miners. This indicator will be populated by data from the household survey to be conducted at the same randomly selected 200-300 households in October 2010 and March 2011. There will be a series of items on the questionnaire to measure the extent to which the wives have a significant say in household decisions. This indicator is intended to measure the effectiveness of gender empowerment tools mainstreamed in all PRADD activities.

Unit of Measure: Percentage of women married to or living with artisanal miners who declare they have a significant voice in the making of household decisions

Disaggregated by: Age, marital status, ethnic group, religion, number of wives in the household

Justification/Management Utility: This indicator is intended to measure the effectiveness of gender empowerment tools mainstreamed in all PRADD activities.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD will collect the data using the same methodology as Indicators #3.3 and #3.4. However, this evaluation will be conducted separately. Specific female evaluators will be hired for this exercise and will receive preliminary gender training. Closed questions that will populate the indicator with data will be complemented by open-ended questions that will probe for detail about the ways in which women have gained (or not) greater capacity to influence such issues as the use of income and household assets and decisions about family matters.

Data Source(s): Female spouses and partners of randomly selected village mining households

Timing/Frequency of Data Collection: October 2010 and March 2011

Estimated Cost of Collection: This activity is included in the approved budget.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): Proper data collection of this indicator entails women members of mining households being permitted to answer questions, and answer freely. This requires enumerators who can gain the trust of heads of household and the trust of the women spouses and partners. Women miners will not be included in this group, as their status is different.

Actions Taken or Planned to Address Data Limitations: In addition to the careful training and close supervision mentioned above, the enumerators will be trained in gender sensitive techniques prior to the surveys.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Data analysis will detect any change in the percentage of women able to participate substantially in household decision-making, and will include the types of decisions those women who find themselves able to contribute substantially participate in, whether social, economic or family-related.

Presentation of Data: Percentage with tables, graphics, maps and analysis of correlations.

Review of Data: COP and Community Development Expert, with home office STA/M and M&E Specialist

Performance Indicator Reference Sheet #3.4

OTHER NOTES

Notes on Baselines/Targets: The survey of 200-300 randomly selected mining households will be conducted in October 2010. The same questions will be asked of the same households in March 2011. The target will be 40% more mining households whose women spouses and partners report greater participation in household decision-making.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #4.1

Indicator 4.1: Number of mined-out sites rehabilitated and/or regenerated and protected
DESCRIPTION
<p>Precise Definition(s): A mined-out site is one where all diamond-rich gravel has been exhausted, and it is no longer being mined. Environmental <u>regeneration</u> refers to the return of the site to its previous ecological status, usually a forest or a river bank. Environmental <u>rehabilitation</u> refers to a site transformed into something new but ecologically less harmful than the mining had been, such as fish farming, vegetable gardening, agro-forestry or fruit farming.</p> <p>Unit of Measure: Number of mined out sites that have been rehabilitated or regenerated</p> <p>Disaggregated by: Type of mine and type of rehabilitation or regeneration project, and whether the reclamation project is appropriate and effective</p> <p>Justification/Management Utility: This indicator will measure the effectiveness of PRADD awareness-raising and behavior-changing communications and training on environmental protection and micro-entrepreneurialism.</p>
PLAN FOR DATA ACQUISITION BY USAID
<p>Data Collection Method: PRADD community facilitators and Local Facilitating Artisans will follow up the status of mined-out sites in the areas of intervention on a regular basis.</p> <p>Method of Acquisition by USAID: Weekly updates and quarterly and annual reports</p> <p>Data Source(s): Local Facilitating Artisans, community facilitators</p> <p>Timing/Frequency of Data Collection: Weekly</p> <p>Estimated Cost of Collection: This routine activity is included in the budget and does not incur additional cost.</p> <p>Responsible Individual(s) at USAID: COTR Gregory Myers</p>
DATA QUALITY ISSUES
<p>Date of Initial Data Quality Assessment: ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.</p> <p>Known Data Limitations and Significance (if any): N/A</p> <p>Actions Taken or Planned to Address Data Limitations: N/A</p> <p>Date of Future Data Quality Assessments: N/A unless a Phase III is planned.</p>
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING
<p>Data Analysis: The disaggregation of data by type will show what environmental incentives are the most effective on the communities. As regeneration usually enables the miner to make an additional non-diamond profit, the percentage of rehabilitation in the overall figure shall indicate the “real” concern for the environment.</p> <p>Presentation of Data: Numbers with tables, maps, and analysis</p> <p>Review of Data: The COP, Environmental Expert, and STA/M will review data before reporting it to USAID.</p>
OTHER NOTES
<p>Notes on Baselines/Targets: The number of mined out sites where reclamation projects (whether rehabilitation or regeneration) have been started or completed will be tabulated in October 2010. The target for May 2011 is 50 more sites than the start of Phase II in June 2009.</p> <p>Location of Data Storage: Data will be stored at the PRADD Regional and National Offices.</p>
THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #4.2

Indicator 4.2: Number of community-based land use plans (smart mining) adopted and enforced by selected communities

DESCRIPTION

Precise Definition(s): This indicator entails community-driven assessment of the environment, public discussions on the vision of its future, concrete steps endorsed by the community for realizing the vision, planning and community validation of the plan. In addition to the awareness-raising activities to protect the environment, PRADD will select five communities and will assist them to self-assess environmental degradation and plan for a smarter, more sustainable land and mining development over a certain long-term period. This indicator will measure the success of this activity.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD will identify and select five communities based on criteria TBD and assist them to assess, plan and validate land use plans. In addition, the PRADD IR Coordinator will visit the communities towards the end of the project to determine whether their plans are being implemented.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Local communities, Community Facilitators, Ministry of Water and Forests

Timing/Frequency of Data Collection: Quarterly

Estimated Cost of Collection: This routine activity is included in the budget and does not require additional cost

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): Relies on ability of IR Coordinator to visit the 5 communities regularly

Actions Taken or Planned to Address Data Limitations: Time management planning with IR Coordinator

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Qualitative information will be provided on the level of community participation and awareness.

Presentation of Data: Numbers in table with analysis, maps

Review of Data: PRADD Environmental Expert, Ministry of Water and Forests

OTHER NOTES

Notes on Baselines/Targets: PRADD targets for 5 community land use plans only: this is more of a qualitative than a quantitative exercise. The real goal is to set up a methodology that can be replicated by other partners, especially the Ministry of Waters and Forests.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #5.1

Indicator 5.1. Number of articles written and programs broadcasted about artisanal mining by the media
DESCRIPTION
Precise Definition(s): This indicator tracks the dissemination of web, print, and broadcast media articles about artisanal diamond mining in CAR. Whether it is an analysis, an interview, a documentary, or simply a spot, it must be primarily about artisanal mining in CAR. Content will also be analyzed to track patterns and changes.
Unit of Measure: Web, print, and broadcast media articles about artisanal diamond mining in CAR
Disaggregated by: Type of media, type of content
Justification/Management Utility: This will measure the reach of media stories about artisanal diamond mining in CAR. The content of the stories will also be monitored to see if changes occur.
PLAN FOR DATA ACQUISITION BY USAID
Data Collection Method: In a small country such as CAR, the PRADD Communication Expert can remain in constant contact with national media practitioners to track nearly all relevant media activities. Local print and broadcast media in the provinces of PRADD intervention will be tracked by the Regional Heads of Office.
Method of Acquisition by USAID: Weekly updates and quarterly and annual reports
Data Source(s): Local and national web, print, and broadcast media
Timing/Frequency of Data Collection: Weekly
Estimated Cost of Collection: This routine activity is included in the budget and does not incur additional costs.
Responsible Individual(s) at USAID: COTR Gregory Myers
DATA QUALITY ISSUES
Date of Initial Data Quality Assessment: ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.
Known Data Limitations and Significance (if any): Local media in the provinces outside PRADD intervention will be missed.
Actions Taken or Planned to Address Data Limitations: N/A
Date of Future Data Quality Assessments: N/A unless a Phase III is planned.
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING
Data Analysis: The disaggregation by medium and duration can give a rough indication of the reached out public. The specific monitoring of US mentions will also indicate whether USAID or the US embassy is visible in the efforts to help artisanal mining in CAR.
Presentation of Data: Numbers in tables with analysis
Review of Data: PRADD Communication Expert
OTHER NOTES
Notes on Baselines/Targets: It is impossible to know how many stories that media practitioners will post, print and broadcast over the remainder of Phase II. PRADD is not able to set a target.
Location of Data Storage: Data will be stored at the PRADD National Office.
THIS SHEET LAST UPDATED ON: October 26, 2010

Performance Indicator Reference Sheet #5.2

Indicator 5.2. Percentage of artisanal miners *disaggregated by gender, pilot site, community, place of origin* demonstrating knowledge of the Mining Law

DESCRIPTION

Precise Definition(s): The number of artisanal miners interviewed in the PRADD intervention areas in October and March who demonstrate knowledge of the Mining Law divided by the number of artisanal miners interviewed. Knowledge will be determined by close-ended questions the miners will be able to answer.

Unit of Measure: The number of artisanal miners interviewed in the PRADD intervention areas in October and March who demonstrate knowledge of the Mining Law

Disaggregated by: Gender, pilot site, community, place of origin

Justification/Management Utility: This indicator will show the outcome of PRADD awareness-raising and training activities.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: PRADD will collect the data using the same methodology of a random sample of mining households to be interviewed initially in October 2010 and then for a second time in March 2011 as in Indicators #3.2, #3.3, and #3.4.

Method of Acquisition by USAID: Weekly updates and quarterly and annual reports

Data Source(s): Artisanal miners

Timing/Frequency of Data Collection: Quarterly

Estimated Cost of Collection: This routine activity is included in the budget and does not incur additional cost.

Responsible Individual(s) at USAID: COTR Gregory Myers

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Tetra Tech ARD recommends that USAID perform an initial DQA at the end of Phase II in April 2011.

Known Data Limitations and Significance (if any): Knowledge of the law does not necessarily amount to obedience to the law.

Actions Taken or Planned to Address Data Limitations: Questions on whether the artisanal miner abides by the law, or how much he respects the law, can be added to the questionnaire.

Date of Future Data Quality Assessments: N/A unless a Phase III is planned.

PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING

Data Analysis: Qualitative analysis will include those aspects of the Mining Law that are most difficult for the artisanal miners to remember and understand. This shall help PRADD refining its sensitization tools, and hopefully entice the ministry to clarify or simplify the law.

Presentation of Data: Percentage with analysis

Review of Data: PRADD COP and DCOP

OTHER NOTES

Notes on Baselines/Targets: The baseline will be set with the first survey to be conducted in October. The target will be 50% of miners surveyed in March 2010.

Location of Data Storage: Data will be stored at the PRADD National Office.

THIS SHEET LAST UPDATED ON: October 26, 2010

APPENDIX II: DATA QUALITY WORKSHEET (FROM USAID PMP TOOLKIT)

DATA QUALITY ASSESSMENT CHECKLIST

PRADD CAR Data Quality Assessment Form	
Objective:	
Area:	
Element:	
Indicator Title:	
Is this a Standard or Custom Indicator? If standard make sure the title matches the title in the Indicator Handbooks.	<input type="checkbox"/> Standard <input type="checkbox"/> Custom
Data Source(s):	<input type="checkbox"/> Survey/KAP <input type="checkbox"/> Implementing partner reports <input type="checkbox"/> Other (Be Specific)
PRADD CAR Control over Data:	<input type="checkbox"/> High (PRADD CAR is source and/or funds data collection) <input type="checkbox"/> Medium (Implementing partner is data source) <input type="checkbox"/> Low (Data are from a secondary source)
Partner or Contractor Who Provided the Data (if applicable)	
Year or Period for Which the Data Are Being Reported	
Data Assessment methodology	Describe in detail and attach to the checklist**
Date(s) of Assessment:	
Assessment Team Members:	
<i>For Office Use Only</i>	
M&E Specialist approval	
X _____	
COP PRADD CAR	
X _____	

CATEGORY	YES	NO	COMMENTS
VALIDITY			
Is there a direct relationship between the program activity and what is being measured? If not explain connection the result.			
Can the result be plausibly attributed to USG assistance?			
Are the people collecting data qualified and properly supervised?			
Are steps taken to correct known data errors?			
Were known data collection problems appropriately assessed?			
Are steps being taken to limit transcription error?			
Are data quality problems clearly described in final reports?			
RELIABILITY			
Is a consistent data collection process used from year to year, location to location, data source to data source?			
Are there procedures in place for periodic review of data collection, maintenance, and documented in writing?			
Are data quality problems clearly described in final reports?			
TIMELINESS			
Is a regularized schedule of data collection in place to meet program management needs?			
Is data properly stored and readily available?			
PRECISION			
Is there a method for detecting duplicate data?			
Is there a method for detecting missing data?			
INTEGRITY			
Are there proper safeguards in place to prevent unauthorized changes to the data?			
Is there a need for an independent review of results reported?			
IF NO RELEVANT DATA WERE AVAILABLE	COMMENTS		
If no recent relevant data are available for this indicator, why not?			
What concrete actions are now being undertaken to collect and report these data as soon as possible?			
When will data be reported?			
SUMMARY	COMMENTS		
Based on the assessment relative to the five standards, what is the overall conclusion regarding the quality of the data?			
Significance of limitations (if any):			
Actions needed to address limitations (given level of USAID control over data):			

Recommendations for Conducting Data Quality Assessments (DQA)

1. Individual (s) conducting the DQA should describe in detail the methodology that will be used to conduct the DQA. This is required for each indicator. This information should be approved before the DQA is conducted.
2. DQ assessor should make sure that they understand the precise definition of the indicator. Please address any issues of ambiguity before the DQA is conducted.
3. DQ assessor should have a copy of the methodology for data collection in hand before assessing the indicator. This information should be in the PMP file for each indicator. Each indicator should have a written description of how the data being assessed is collected.
4. Each implementing partner should have a copy of the method of data collection in their files and documented evidence that they are collecting the data according to the methodology.
5. Assessor should record the names and titles of all individuals involved in the assessment.
6. Does the implementing partner have documented evidence that they have verified the data that has been reported to PRADD CAR? Partners should be able to provide PRADD CAR with documents (process/person conducting the verification/field visit dates/persons met/activities visited, etc.) which demonstrate that they have verified the data that was reported to PRADD CAR. Note: Verification by the partners should be an ongoing process.
7. The DQA assessor should be able to review the implementing partner files/records against the methodology for data collection laid out in the PMP. Any data quality concerns should be documented.
8. The assessor should verify the partner data at the field level using the PMP methodology. Any data quality concerns should be documented.
9. Storage of data is critical to this process. The assessor should document any and all weakness in the files/record keeping associated with the indicator being reviewed.
10. The DQA should include a summary of all weaknesses found; the significance of the weaknesses and recommendations for addressing the findings. A plan of action for addressing the weaknesses should be made as well as a follow-up date for reassessment.

APPENDIX III: USG-SUPPORTED INITIATIVES/ MECHANISMS DESIGNED TO REDUCE THE POTENTIAL FOR VIOLENT CONFLICT

	Name of Activity	Goal of Activity
1	General Presentation of the Goals of the PRADD Project	Raise miner awareness of PRADD objectives
2	The Mining Law	Raise miner awareness of the law
3	Income Diversification	Encourage miners to diversify their family incomes
4	Gender Promotion	Encourage miners to embrace principles of gender equality
5	Collective Means to Acquire a License	Raise miner awareness of approaches to acquiring a license
6	Environmental Impact of Artisanal Mining	Raise miner awareness of environmental consequences of ADM
7	Tracking diamond production	Train miners in tracking their production
8	Income generating activities	Train miners and/or their family members in practical skills such as soap-making
9	Administrative and financial management skills	Train leaders of miners' cooperatives in management skills
10	Environmental rehabilitation	Train miners and/or their family members in practical skills such as fish farming, fruit farming, agro-forestry, and gardening
11	Community-based land planning	Train relevant portions of the target population in appropriate land use planning skills
12	Media communications	Train relevant portions of the target population in skills for communicating with media practitioners

U.S. Agency for International Development/Kenya

c/o American Embassy

UN Avenue, Gigiri

Nairobi, Kenya

Telephone: 254-20-862 2000

Fax: 254-20-862 2680

www.usaid.gov/ke