PROGRAM CYCLE

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Monitoring Toolkit
PERFORMANCE MONITORING INDICATOR CRITERIA CHECKLIST

Introduction

This resource complements ADS 201 by providing a set of criteria against which to compare indicators when selecting performance indicators for measuring expected outputs and outcomes of strategies, projects, or activities.

Background

Per ADS 201.3.5.6, when selecting indicators, Missions and Washington Operating Units (OUs) **must**:

1. consider the *utility* of data for management at the relevant level of decision making.
2. ensure that the data collected will be of sufficient *quality* to be useful for intended users. The data quality standards include: validity, integrity, precision, reliability, and timeliness.

Per ADS 201.3.5.7, Missions and Washington OUs **should** also:

3. balance the *utility* and *quality* of data with the *cost* of the data.
4. determine if indicator disaggregations are useful for effective monitoring and achievement of results (disaggregation by sex is required when measuring person-level data).

Performance Monitoring Indicator Criteria Checklist

Criteria	✓	Comment
Utility		
This indicator will be useful for management decision-making.	☐	
Validity		
The indicator clearly and adequately measures the result it intends to measure. (If it is a proxy, is it an appropriate proxy?)	☐	
The indicator reflects the right level in the Results Framework or Logic model (not higher or lower).	☐	
The scope of the indicator matches to the scope of the result (e.g., it measures the same population affected by the intervention)	☐	
The data from this indicator will not be biased in a particular direction.	☐	
Reliability		
If indicator data collection is repeated by a different data collector, it will result in the same value of the indicator.	☐	
The indicator data will be collected consistently over time and across locations.	☐	
Timeliness		
Frequency and timing of indicator data collection is useful for management decision making.	☐	
Indicator data is unlikely to be delayed.	☐	
Precision		
The indicator is precise enough to measure expected changes and permit management decision making.	☐	
The margin of error of indicator data will be less than the expected change being measured.	☐	
Integrity		
The collection of indicator data is not conducive to manipulation or transcription errors.	☐	
Cost		
The indicator is worth the management and financial resources required to collect and analyze the indicator data.	☐	
Disaggregation		
The indicator includes appropriate disaggregates, such as gender, age, and location, that are important for monitoring.	☐	