MONITORING TOOLKIT

STANDARD FOREIGN ASSISTANCE INDICATORS AND USAID PERFORMANCE INDICATOR REFERENCE SHEET (PIRS) CROSS WALK

Introduction

The following reference assists USAID personnel who must complete a USAID Performance Indicator Reference sheet (PIRS) when working with U.S. standard foreign assistance indicators. Indicator reference sheets (IRS) for standard foreign assistance indicators are pre-completed, but do not contain all the required reference data needed for a USAID PIRS to be complete and policy-compliant.

Each USAID Operating Unit using a foreign assistance standard indicator must (per ADS 201maf) also include the required additional information in the USAID PIRS for the indicator that is specific to the use by the Operating Unit.

USAID Operating Units should refer to the PIRS template and ADS 201 for a complete list of USAID required indicator reference data. When using a standard foreign assistance indicator, USAID personnel must adhere to the foreign assistance IRS and should not change any of the information in the IRS when transferring it to a USAID PIRS.

The following cross walk is intended to make the differences between the IRS form for standard foreign assistance indicators and the USAID required PIRS clear, highlight where USAID must add information, and facilitate the transfer of IRS data to the USAID PIRS template.

Standard Foreign Assistance Indicator Reference Fields	USAID PIRS Fields (Fields are required unless otherwise noted)	USAID Definition[1]
Indicator	Name of Indicator	The full and complete name of the indicator must be specified. If the indicator is a foreign assistance standard indicator, also include the indicator number.
Field does not exist on standard reference sheets	Name of Result Measured (DO, IR, sub-IR, Project Purpose, Activity-level Outcome, etc.):	The name of result(s) being measured must be designated. If the result has a number that corresponds to a Results Framework or Logic Model, this number should also be included (e.g., Intermediate Result 2.1: Business Enabling Environment Improved).
Field does not exist on standard reference sheets	Is This a Performance Plan and Report Indicator?	Whether the indicator will be reported in the Performance Plan and Report (PPR) must be specified. If the indicator has been specified as a PPR indicator, then note which years it is expected to be reported to the PPR and the relevant program objective, area, element, and sub-element of the foreign assistance standardized program structure.
Field does not exist on standard reference sheets	No ___	Whether the indicator will be reported in the Performance Plan and Report (PPR) must be specified. If the indicator has been specified as a PPR indicator, then note which years it is expected to be reported to the PPR and the relevant program objective, area, element, and sub-element of the foreign assistance standardized program structure.
Field does not exist on standard reference sheets	Yes___ for Reporting Year(s) __________	Whether the indicator will be reported in the Performance Plan and Report (PPR) must be specified. If the indicator has been specified as a PPR indicator, then note which years it is expected to be reported to the PPR and the relevant program objective, area, element, and sub-element of the foreign assistance standardized program structure.
Primary SPS Category or Area Linkage	If yes, link to foreign assistance framework:	Whether the indicator will be reported in the Performance Plan and Report (PPR) must be specified. If the indicator has been specified as a PPR indicator, then note which years it is expected to be reported to the PPR and the relevant program objective, area, element, and sub-element of the foreign assistance standardized program structure.

[1] Notes are written in parenthesis.

Standard Foreign Assistance Indicator Reference Fields	USAID PIRS Fields (Fields are required unless otherwise noted)	USAID Definition[1]
Definition	Precise Definition(s):	Indicator definitions must clearly explain all terms and elements of the indicator to ensure consistent interpretation and that intended measurements are reliably collected. Vague terms (e.g., "effective," "quality," "youth," "vulnerable") must be defined. Indicators that pertain to populations, geographic areas, or scores should include specified parameters or range. An equation or description of any calculations required to derive the data must be included. If the indicator is a percentage or ratio, there must be a description of the numerator and denominator.
Field does not exist on standard reference sheets	Unit of Measure:	Unit of measure (e.g., number of hours, percent of households) must be indicated. Minimum or maximum values should be included, if applicable. Indicate if the number is cumulative or specific to the reporting frequency.
Reporting Type	Data Type:	Data types should be indicated. Data types include but are not limited to the following: **Integer:** A whole number having no decimal places (e.g., number of people trained). **Decimal:** Define if the number is expected to have a decimal and how many decimal places must be tracked (e.g., average time to export goods along trade corridor). **Percentage:** Both numerator and denominator must be defined (e.g., percent of learners who demonstrate reading fluency and comprehension. Numerator: Number of learners who demonstrate reading fluency and comprehension. Denominator: Total number of learners.). **Proportion/Ratio:** Both numerator and denominator must be defined (e.g., Infant mortality rate. Numerator: number of deaths of children less than 1 year old. Denominator: 1,000 live births.). **Currency:** Must include a conversion to USD rate, rate source, and date (e.g., price of wheat).

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Disaggregate(s)	Disaggregated by:	List any planned ways of disaggregating the data and note why this disaggregation is necessary and useful. **Sex:** Performance indicators must be disaggregated by sex when measuring person-level data. **Geography:** It is recommended that indicator data be disaggregated by a geographic level that is feasible and useful for management purposes.
Use of Indicator	*Field does not exist on USAID PIRS*	
Field does not exist on standard reference sheets	Rationale for Indicator (optional)	Briefly describe why this particular indicator was selected to measure the intended result and how it will be useful for managing performance. It is recommended that both a use and user for the indicator data are identified here.
Data Source	Data Source:	Specific sources of data must be identified. If data are from third-party sources such as a government ministry or international organization, include the location/link to the source. If data are collected by implementing partners, specify where the partner is getting the data. It is critical that sources be specific and detailed to ensure that data collection is consistent and verification is possible.
Field does not exist on standard reference sheets	Method of Data Collection and Construction:	Tools, methods, and procedures for collecting raw data must be described. Examples include document review, structured interviews, focus group interviews, written survey, ledger of patients, etc. If the indicator is an index or composite indicator, describe the procedure or formula for construction or calculation. Include information about who collects the raw data and where it is stored before it gets to USAID. (This field does not exist in the standard reference sheet. However, much of the information in methodology is collected in their definition field – but this information is also sometimes incomplete. It is very important to USAID that these fields be kept separate.)
Reporting Frequency	Reporting Frequency:	How often and when data will be reported to USAID must be specified. Most common reporting frequencies are quarterly, semiannual, and annual. It is recommended that reporting frequency remain constant throughout the life of the indicator. If there are differences in reporting frequency across different activities, any differences should be documented here.

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Field does not exist on standard reference sheets	Individual(s) Responsible at USAID:	Specific staff member(s) directly responsible for the data must be identified. It is recommended that the specific position title be used rather than the employee's name. (e.g., COR of X contract, or Environment Project team lead). (Although Similar to the standard reference sheet field of "Bureau Owner(s)", this field is different. The USAID field is for individuals at the mission reporting on the indicator to complete.)
Bureau Owner(s)	*Field does not exist on USAID PIRS*	(Although Similar to the USAID field of "Individual(s) Responsible at USAID" this field is different. This standard reference sheet field is completed by those who created the Standard Indicator.
Agency:	*Field does not exist on USAID PIRS*	*(see above)*
Bureau and Office:	*Field does not exist on USAID PIRS*	*(see above)*
POC:	*Field does not exist on USAID PIRS*	*(see above)*
Linkage to Long-Term Outcome or Impact	*Field does not exist on USAID PIRS*	
Indicator Type	*Field does not exist on USAID PIRS*	
Field does not exist on standard reference sheets	Baseline Timeframe:	The timeframe (month/year) that will serve as the baseline value for the indicator must be stated. If baselines have not been set, identify when and how this will be done. If it is expected that this indicator will have a rolling baseline, the dates when the baselines are expected to take place should be noted.
Field does not exist on standard reference sheets	Rationale for Targets (optional):	Explain the general basis on which targets are set for the indicator (e.g., identify specific trends to make reasonable projections based on anticipated level of effort and resources).

Standard Foreign Assistance Indicator Reference Fields	USAID PIRS Fields (Fields are required unless otherwise noted)	USAID Definition[1]
Field does not exist on standard reference sheets	Dates of Previous Data Quality Assessments	Dates of each DQA must be indicated (Required by ADS 201, OMB Circular A-11, and GPRMA)
Field does not exist on standard reference sheets	Name of Reviewer(s):	The name of the corresponding USAID staff member responsible for the review.
Field does not exist on standard reference sheets	Date of Future Data Quality Assessments (optional):	Date of future planned DQAs should be indicated.
Field does not exist on standard reference sheets	Known Data Limitations:	Any major data limitations must be indicated. Plans on how to address these limitations should be stated. Data limitations can be derived from the DQA summary and include the following indicator quality issues: Validity, Reliability, Timeliness, Precision, and Integrity. Any additional limitations should also be listed. (Required by OMB Circular A-11 and GPRMA)
Field does not exist on standard reference sheets	Changes to Indicator:	Changes to an indicator that substantively affect indicator reference information must be documented and justified. This includes, but is not limited to: changes to the definition, reporting frequency, data collection methodology, data construction, and indicator name. Documentation must include detailed information on the changes made, the date the change was made, and justification. For standard foreign assistance indicators, only indicator owners who created the indicator, in conjunction with F and PPL are authorized to make changes to the indicator. This space is not the place to note changes in the indicator actual data.
Field does not exist on standard reference sheets	Other Notes (optional):	
Field does not exist on standard reference sheets	This sheet last updated on:	MM/DD/YY