

Gender & Monitoring

General information and guidance about WFP's monitoring

Extensive guidance on monitoring WFP programmes and projects is provided in the [Monitoring Wiki Kit](#).

WHAT

In programme management terms, monitoring is the regular and systematic observation, documentation and analysis of implementation of a programme and of progress towards achieving the programme objectives.

Monitoring is a key means by which WFP demonstrates the effectiveness and impacts of our programmes for the people we serve.

Gender-responsive monitoring ensures that when we review our programmes we assess:

- the programme implementation process and impacts for diverse women, men, girls and boys we serve
- the contribution to advancing gender equality and empowering all persons

WHY

Four key reasons why monitoring should be gender-responsive

What gets assessed gets addressed

For a world of zero hunger to be a reality, we need to address the particular circumstances, needs and interests of different women, men, girls and boys. In order to do that, we need to know what the different circumstances, needs and interests are and what impacts our programmes are having in the lives of the diverse people we serve. **Information gathered through monitoring shapes priorities, influences decisions and determines the allocation of resources.**

This is why sex- and age-disaggregated data are crucial for monitoring – and for effective and efficient programming that produces equality of outcome for all women, men, girls and boys. The lack of sex- and age-disaggregated data has been one factor hindering progress towards gender equality across all sectors of development; including in WFP's areas of work. In disaggregating data and information by sex during our programme monitoring, we can expose inequalities and then take action to promote just outcomes.

For example, if we gather information about household food security, we risk assessing a household as being food secure but miss inequalities within the household and thus do not see the hungry and malnourished members. Ultimately, this means that hunger is not eradicated and food security will not exist for all women, men, girls and boys.

Value for Money Programming

To deliver on our commitments – SDG2, SDG17 and the 'cross-cutting' results of gender equality, protection and accountability to affected populations – our programming must deliver 'value for money'.

Gender-responsive monitoring – rather than gender-biased or gender-blind monitoring – **supports effective, efficient, economical and equitable programming**. This is because gender-responsive monitoring involves gathering information about what changes occur (or do not) in the lives of women, men, girls and boys and analysing why.

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By understanding how and why change occurs – or doesn't – for the different people WFP serves we can improve the quality of our programmes and so provide 'value for money'.

For example, if an asset creation project has involved the construction of a community water point, but women are still travelling distances to obtain potable water, gender-responsive monitoring will help to determine why the project has not resulted in a reduction in women's unpaid labour. Similarly, gender-responsive monitoring can identify the reasons why the secondary school attendance rates for girls have not improved where a school feeding programme is being implemented, and so suggest revisions to ensure that the programme advances gender equality.

As well as looking at outputs and outcomes, gender-responsive monitoring involves examining process; which includes assessing the capacities and performance of programme partners.

Based on the initial partner capacity assessment, through gender-responsive monitoring WFP can assess changes in:

- commitments to gender equality
- staff composition (numbers of women and men)
- staff capacities to address gender issues and advance gender equality
- expenditure of funds as agreed in gender-responsive budget

Gender-responsive monitoring is an important means of ensuring that WFP continues to:

- a) partner strategically
- b) strengthen the capacities of our partners in relation to gender and other aspects of quality programming
- c) learn from our partners

Gender-responsive monitoring provides a way for WFP's stakeholders and beneficiaries to **hold us accountable** for our commitments to achieving a world of zero hunger for all women, men, girls and boys.

When we design programmes, we make assumptions as to how changes will occur to achieve the objectives. As contexts change during programme implementation, gender-responsive monitoring allows us to test whether our assumptions hold; to learn; and to revise our theory of change, or programme strategy, to better deliver on our commitments.

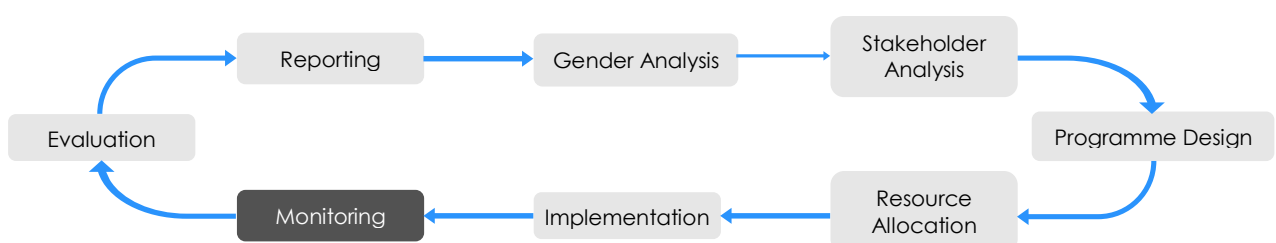
For example, if women with disabilities are not benefiting from a social protection initiative, gender-responsive monitoring procedures provide an opportunity for the women to be heard and adjustments to be made to the programme accordingly.

In refugee and IDP camps, gender-responsive monitoring is essential to checking that our programmes do not place any woman, man, girl or boy at risk of harm.

Effective Partnerships

Accountability

WHEN & WHERE



Gender-responsive monitoring is an **ongoing activity** that lasts until the terminal evaluation of a programme is conducted.

The frequency of monitoring depends on:

- the type of programme – for example an emergency operation may require daily monitoring, while monthly monitoring may be sufficient for an asset creation programme
- programme duration
- the agreement reached with programme partners
- available human, technical and financial resources

A **monitoring schedule** should be created and agreed upon at the start of a programme; keeping in mind that it can be revised as programme implementation progresses.

Depending on the sources of information – which can range from reports and statistical database to male youth and elderly women – and socio-cultural norms, monitoring activities can be conducted in a range of locations: WFP premises, the offices of partners and stakeholders, programme implementation sites, community centres, households, camps. [Participation](#)

WHO

Monitoring should be an **inclusive and collaborative process** involving

- WFP staff
- partners – governments, civil society organisations, service providers etc.
- the women and men (and girls and boys) in the communities in which we work

Inclusive, participatory processes are important because monitoring is both a political and a technical process. Interests and influence differ across the stakeholders. For example, a pregnant teenager's priorities will not necessarily be the same as a male head of household who lacks a secure source of income. This means we have to make sure that the different women, men, girls and boys impacted by our programmes are involved in deciding what is measured and how it is measured.

Who monitors?

When designing the programme, it is important to identify who will be involved in monitoring the programme. This will typically involve women and men from WFP and cooperating partners, making sure that the people who monitor the programme understand and are responsive to factors that enable and hinder the participation of women, men, girls and boys in monitoring activities.

Qualities of a competent monitor

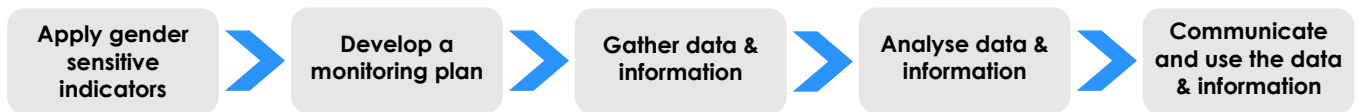
- tactful, respectful and polite
- aware of the burden monitoring places on partners and beneficiaries, so does not waste their time
- inclusive and participatory
- gender competent – has a sound understanding of gender and of the specific gender issues related to the programme and knows how to do gender-sensitive monitoring
- neither aggressive/suspicious nor compliant/agreeing to everything a partner or beneficiary says
- conscientious – does the job thoroughly
- notes aggressive, obstructive or evasive behaviour by partners during monitoring visits and addresses the issues directly or reports the behaviour to the programme manager
- holds partners accountable and promptly addresses any problems

Who is monitored?

Monitoring should engage all programme stakeholders. This includes monitoring implementing partners and engaging the women and men (and girls and boys) who directly, and indirectly, benefit from the programme.

For gender-responsive monitoring, it is essential that women and men (and girls and boys), alongside their organisations, are equitably represented, heard and counted.

HOW



1. Apply Gender-Sensitive Indicators

What are gender-sensitive indicators?

An indicator is a **measure of change**. In programming, an indicator reveals the progress that is made towards achieving our objectives. Gender-sensitive indicators ensure that we detect progress – or not – for women, men, girls and boys, and towards achieving gender equality.

More specifically, for women and men (and girls and boys, as applicable) across WFP staff, partners and beneficiaries, **gender-sensitive indicators measure:**

- the nature and extent of their participation in the programme
- access to programme decision-making, services, resources and activities
- progress in addressing their practical needs and strategic interests [Concepts](#)
- the positive and negative impacts – or the benefits and costs – of a programme in their lives
- unexpected outcomes and gender inequalities to which the programme may have contributed
- changes in commitments to, and capacities to address, gender equality

Gender-sensitive indicators are NOT just sex-disaggregated indicators. A gender-sensitive indicator should involve collecting sex-disaggregated data and information AND measuring gender equality in some form.

Corporate gender cross-cutting indicators are listed in the [Corporate Results Framework](#).

1. Essentials

Gender Analysis

In order to formulate gender-sensitive indicators, a gender analysis should have been conducted as part of the programme identification stage. [Gender Analysis](#)

Data & Information

The availability and accessibility of data and information are important considerations when formulating indicators. The lack of data, however, is not sufficient reason to exclude an indicator. This is because the lack of data, or the lack of sex-disaggregated data, is informative in itself. It indicates that there might be inequalities between different groups of people, such as women and men in a particular community, and that redressing the lack of data might help to reduce the inequalities.

2. Types of Indicators

Risk / Enabling

→ Measure influence of external factors on the programme

Examples: general economic conditions, legal system, socio-cultural practices and traditions, institutional structures, community characteristics, political events, environmental events

Input

→ Relate to the resources allocated to the programme

Examples: funding, staff, infrastructure, technology

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Process	<ul style="list-style-type: none"> → Measure delivery of activities → Monitor achievements during implementation → Track progress towards the intended results 	<p>Examples:</p> <ul style="list-style-type: none"> • number of women's organisations programme partnered with • number of stakeholders trained in gender analysis • nature of participation of different stakeholders in each stage of programme
Output	<ul style="list-style-type: none"> → Identify intermediate results (as listed in the WFP Corporate Results Framework) 	<p>Examples:</p> <ul style="list-style-type: none"> • % of women in decision-making positions • # or % women trained in marketing cash crops
Outcome	<ul style="list-style-type: none"> → Relate to the longer-term results as stated in the WFP Strategic Plan (2017-2021) and Corporate Results Framework 	<p>Examples:</p> <ul style="list-style-type: none"> • % change in employment rates for women and men • changes in time-use (e.g. amount of time women spend doing unpaid domestic or care work each week) • increase in % of land (or other assets) owned by women

3. Indicator Quality Check

Participatory	Were the different programme stakeholders involved in formulating the indicators?
Relevant	Do the indicators measure progress and issues relevant to the programme?
Disaggregated	Are all people-related indicators disaggregated by sex and age?
Range	Are there both qualitative (e.g. perceptions, opinions, observations, judgments) and quantitative (e.g. numbers, percentages, proportions) indicators?
Understandable	Are the indicators easy to understand?
Clear	Are the indicators specific and clearly defined?
Small in Number	Are there a sufficient, but not excessive, number of indicators? (Approximately six per type of indicator - process, output, outcome.)
Technically Sound	Are the indicators technically sound?
Comparability	Are the indicators relevant to different contexts? (if applicable)
Outcome Focussed	Do the indicators measure impact, including in gender equality? Do the indicators capture the programme impact on the situations of women and men, girls and boys, and gender relations?

4. Corporate Results Framework

The [Corporate Results Framework](#) (CRF) is a compendium of results and indicators that will assist WFP in managing its performance against the Strategic Plan (2017-2021). The CRF lists outcome, outputs, activities and indicators that will be monitored and reported to assess progress made.

Across WFP's seven Strategic Results, many of the indicators are disaggregated by sex and age.

Corporate Cross-Cutting Result: Gender Equality and Empowerment Improved

There are three indicators for the "cross-cutting result" of "improved gender equality and women's empowerment among WFP-assisted populations".

- Proportion of households where women, men, or both women and men make decisions on the use of food / cash / vouchers, disaggregated by transfer modality
- Proportion of food assistance decision-making entity – committees, boards, teams etc. – members who are women
- Type of transfer (food, cash, voucher, no compensation) received by participants in WFP activities, disaggregated by sex and type of activity

Project-Specific Cross-Cutting Result: Gender Equality and Empowerment Improved

In addition to the corporate-level mandatory gender equality cross-cutting result indicators, project specific gender indicators are listed in COMET. If Country Offices define new project-specific indicators, they can be added to COMET; expanding on the following project-specific gender equality indicators.

- Training on food distribution includes a solid explanation for gender-sensitive food distribution
Response: Yes / No
- The project has initiatives to reduce risk of sexual and gender-based violence
Response: Yes / No
- The project has activities to raise awareness of how gender equality goals can increase effectiveness of WFP interventions. Response: Yes / No
- Number of household food entitlements (on ration cards or distribution list) issued in women's name
- Number of household food entitlements (on ration cards or distribution list) issued in men's name
- Number of men in leadership positions on food, cash or vouchers management committees
- Number of members of food management committees (men) trained on modalities of food, cash or voucher distribution

5. Establish a Baseline

A baseline is needed to determine if change is happening or not. The baseline should contain sex- and age-disaggregated information for each of the indicators, establishing the situation at the start of programme implementation.

In order for gender-sensitive indicators to be meaningful, gender analyses must be undertaken so that baselines are established. The information that gender-sensitive indicators yield can then be used to assess the extent to which a programme is gender-transformative in the way it is implemented and in the impacts it has in the lives of women, men, girls and boys.

2. Develop a Monitoring Plan

In consultation with key stakeholders, draft a simple and practical monitoring plan that specifies:

- Who will be responsible for monitoring the programme
 - Ensure that at least one member of the monitoring team has sound gender competencies
- Sources of data and information
 - For quantitative indicators: secondary data, records or information databases or surveys, questionnaires, interviews, or tests.
 - For qualitative indicators: observations, document reviews, focus groups, interviews, attitude surveys, participatory appraisals, field research, community meetings.
- Methodology
 - Indicate measures for ensuring that monitoring is participatory and inclusive. [Participation](#)
 - Indicate how the methodology is gender-sensitive (e.g. gender training for enumerators).
- Frequency
- Locations of monitoring activities
- Reporting and sharing of information

Reminder: At the Country Office level, COMET (Country Office Monitoring and Evaluation Tool) is the main monitoring tool.

Monitoring Plan Gender Checklist

- Does the monitoring plan require all data / information to be disaggregated by sex and age?
- Does the monitoring plan ensure that data and information will be collected from women and men (and girls and boys, as applicable); that all stakeholders can contribute to monitoring activities?
For example, will refugee girls be interviewed in locations where they feel safe? Will women interview women? Has the plan accounted for women's unpaid domestic and care work?
- Does the monitoring plan ensure that data and information will be collected on gender issues relevant to the programme and on gender equality?
For example, will enumerators and facilitators receive gender training?
- Are monitoring tools used that are able to assess the specific impacts of activities and outputs on women, men, girls and boys?
- Are the tools and methods sufficient for collecting sensitive information?
For example, from pregnant and lactating girls about sexual violence.
- Have allocations been made in the budget to ensure gender-specific data collection?
- Has the monitoring plan been reviewed by GRN Members and a gender specialist?

3. Gather Information

In consultation with key stakeholders, draft a simple and practical monitoring plan that specifies who will be responsible for monitoring the programme. Ensure that at least one member of the monitoring team has sound gender competencies

Compile

Collect information against each indicator.
Collect information that is useful for informing programme implementation and outcomes.
Collect information about gender equality.
Data collection should be participatory; involving all key stakeholders. [Participation](#)

Record

Enter the information in pre-determined storage tool (e.g. spreadsheet, database, COMET).

Validate

Compare the information collected from different sources, checking for consistency. Where inconsistencies are found – for example the claims made in a written report contradict what women had to say in a focus group discussion – return to the sources of information and check.

Gender Equality Checklist

- Are all data disaggregated by sex and age?
- Have data and information been collected from women and men?
- Have data and information been collected about relevant gender issues?
- Do the programme staff have sufficient capacities to gather gender specific data and conduct participatory gender analysis?
- If staff gender knowledge and skills are weak, what capacity strengthening opportunities will be provided?

Monitoring Visit

In preparing for a monitoring visit, review key partner and programme documents, such as the partner agreement, partner capacity assessment, work plan and the partner's latest report, as well as the action points agreed during the previous monitoring visit.

When planning a monitoring visit:

- a) have clear objectives
- b) formulate questions in advance and decide who to ask
- c) set up meetings with partner staff or beneficiaries in advance
- d) plan visits to programme sites or activities with the partner
- e) ensure that both women and men (with gender knowledge and skills) are part of the monitoring team

During a monitoring visit, collect information that addresses:

- progress against the work plan
- progress against programme objectives (quality and quantity)
- management of the programme
- budget and resource issues
- partner capacity and issues from previous visits
- relationship with the partner and the community, including partner feedback to WFP and community feedback to both WFP and the partner
- support needs
- changes in gender equality
- the unexpected

4. Analyse the Data & Information

Analyse the data and information collected, such as from project site monitoring visit(s), attending to process, outputs and outcomes.

Process Questions

- What is the nature and extent of women's and men's (or girls' and boys') participation in the programme? What barriers to participation are being experienced? Why do the barriers exist? How can the barriers be overcome?
- Are some groups of women (or girls, boys, men) excluded from the programme? Who is not being reached? Who should be involved in, and benefiting from, the programme?
- Do women and men equally participate in programme decision-making?
- Are women and men treated with equal respect as decision-makers, implementers, and participants?
- Who is making the decisions? Does action need to be taken to strengthen the participation of women (or men, girls and boys) in decision-making?
- What factors are enabling the programme to progress towards the gender equality outcomes?
- What factors are hindering progress towards gender equality outcomes?
- Are the persons involved in programme implementation continually motivated to maintain a gender perspective? (e.g. through opportunities to update their gender knowledge and skills, discussion of gender issues in a non-judgemental environment)
- Have the gender knowledge and skills of programme staff – WFP and partner – increased? If not, what will be done to strengthen their gender competencies?
- Has enough gender capacity building been done?
- Do programme staff monitor budget expenditures to ensure that they are equitable and so contribute to women and men, and girls and boys, benefiting from the programme?
- Are the data systematically analysed in such a way that they capture any possible differences in the programme impact on men, women, boys, and girls, and gender relations?
- What revisions are needed to the programme strategy – theory of change – to ensure that the programme is gender-transformative?
- Are new gender issues emerging within the programme?

Partnership

- Are the roles and responsibilities for addressing gender in programme implementation clear and agreed for WFP and the partner?
- Have the agreements, contracts, procedures concerning gender been respected?
- Is there mutual commitment to, and capacities for advancing, gender equality and gender mainstreaming? If not, what support can WFP provide to the partner? Does the continuation of the partnership need to be reconsidered?
- Is the subject of gender equality and the monitoring of gender results clearly and understandably presented in written guidelines or instructions on monitoring that describe the principles, procedures, formats, instruments, responsibilities, etc. for everyone working on the programme?

Gender Equality Outcome Questions

General

- How does the programme affect women? Men? Girls? Boys? If there are differences, what are they and why do they exist?
- Who is benefiting from the programme? How?
- What benefits is the programme bringing to the lives of women, men, girls and boys? Are women (men, girls, boys) supportive of the programme? Why?
- What are the – positive and negative – opinions of the women, men, girls and boys involved in, and/or benefiting from, the programme?

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- Would women like to see changes to the programme? If yes, what changes? Why? And men?
- Is progress towards specific gender equality outcomes on track?
- What are possible long-term impacts of the programme on gender equality?
- Has the programme had any undesirable effects on gender equality? For example, increased workload, incidents of violence, backlash

Participation & Decision Making

- Do women enjoy greater participation in public forums and decision-making bodies (e.g. food distribution committees, local government bodies) where they were previously disenfranchised?
- Has the social status / positions of women changed? Of men? How? Why?
- Have more women's organisations been established or strengthened through the programme?

Access to & Control of Resources

- Has women's access to and control over natural and economic assets (land, household finances, other assets) increased?

Freedom from Violence & Harm

- Has the programme contributed to a reduction in violence against women and/or girls? Or, has the programme contributed to violence against women and girls or to women and girls fearing violence?
- Is implementation of the programme causing harm to women, men, girls and/or boys? Are any women, men, girls or boys at risk of harm because of their participation in the programme? What can be done to reduce and eliminate the risks of harm?

Socio-Cultural Norms and Practices

- Has the programme contributed to changing oppressive gender stereotypes?
- Has the programme contributed to changing discriminatory gender attitudes?
- Have the attitudes and behaviours of women and men changed, in favour of gender equality? If no, why not? If yes, how and why?
- Do men and women better understand how unequal power relations between them discriminate against and oppress women?
- Is women's unpaid domestic and caring work recognised and valued?
- Do women share the domestic workload more equally with men? Do women have more time for themselves?

Empowerment

- Are women empowered to act as agents of change?
- Do women feel empowered? Men? Girls? Boys? How? Why? Why not?
- How can the programme be revised so that it is empowering for women (or men, girls, boys)?
- Has women's self-esteem and self-confidence to participate in organisations and institutions increased?
- Are women able to exercise their capacity for leadership?

5. Communicate & Use the Information

Communicate

Communicate the monitoring information with programme stakeholders. Use different forms of communication – written reports, summary note, photos, community meetings, partner site visits etc. – to ensure that diverse women, men, girls and boys are informed.

When drafting progress reports, remember to:

- disaggregate all data and information by sex and age
- describe the nature and extent of participation of women and men (girls and boys)

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- describe the (positive and negative) impacts of the programme in the lives of women, men, girls and boys
- describe the (positive and negative) unintended consequences of the programme
- indicate how the programme is performing in terms of promoting gender equality
- list recommendations for strengthening the programme, including in relation to gender equality

Reinforce

- Reinforce the elements of the programme that
- make it an inclusive, participatory and empowering process
 - are contributing towards achieving the objectives

Revise

- Revise the elements of the programme that the monitoring indicates are:
- not economical, efficient, effective or equitable
 - are causing unintended harm to beneficiaries
 - do not support gender equality
 - not contributing to realising the programme objectives

Promote Learning and Build Capacities

Use the information from the monitoring to sensitize and support staff. Integrate the information and learning into awareness-raising and capacity-building opportunities. Use the information and learning to strengthen gender mainstreaming practices.

Use existing platforms – such as the online Gender Community and monthly brown bag sessions – to share the knowledge and learning on gender equality.