

SOPs to Integrate Gender into Monitoring and Evaluation

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How to Integrate Gender into Monitoring and Evaluation?

For an effective gender-sensitive monitoring and evaluation system in Disaster Management projects, FDMA will take following key activities at different points of the project cycle:

The overall checklist

STAGE I - IDENTIFICATION & PREPARATION

Situation Assessment & Analysis:

- Has specific and relevant information been collected on issues and differences for men and women in relation to the specific problem?
- Were women involved in conducting the needs assessment, and the women from the community asked for their opinion on their problems and needs?
- Has there been an assessment of women's position in terms of such possible problems as their heavier work burden, relative lack of access to resources and opportunities or lack of participation in the development process?
- Has a gender analysis been conducted to understand the cause of the issues or differences?
- Ensure that the benchmark survey or baseline study is gender-sensitive?
- Undertake an initial gender study or analysis to identify the potential negative impacts of project intervention on women as well as men.
- Goals and priorities based on available information and consultation with stakeholders (Men, Women, Children, Minority and disabled).
- Conduct a gender-sensitive social assessment to broadly cover social, cultural and economic aspects, if possible.
- Assess the institutional capacity for integrating gender into development activities.

STAGE II - DESIGN & APPRAISAL

Project Goals/Objectives:

- Do the project objectives make clear that project benefits are intended equally for women as for men?
- Does the project seek to correct gender imbalances through addressing practical needs of men and women?
- Does the project seek to transform the institutions (social and other) that perpetuate gender inequality?
- In what specific ways will the project lead to women's increased empowerment?
- Will women's participation increase at the level of the family and community?
- Will women be able to control income resulting from their own labor?
- Do any of the objectives take into consideration the existing or traditional sexual division of labor, tasks, opportunities and responsibilities?
- Have specific ways been proposed to encourage and enable women to participate in the projects despite their traditionally more domestic location and subordinate position within the community?
- Have indicators been developed to measure progress towards the fulfillment of each objective? Do these indicators measure the gender aspects of each objective?
- Plan for developing capacity to address gender issues and to monitor and evaluate progress.
- In the project, identify and select key gender-sensitive indicators for input, output, outcome and impact.

STAGE III – IMPLEMENTATION

- Is there need to target gender balance as a corrective measure?
- Have the women in the affected community and target group been consulted on the most appropriate way of overcoming the problem?
- Is the chosen intervention strategy likely to overlook women in the target group, e.g. because of their heavier burden of work and more domestic location?
- Is the strategy concerned merely with delivering benefits to women, or does it also involve their increased participation and empowerment, so they will be in a better position to overcome the problem situation?

During Supervision:

- Do planned activities involve both men and women as equally as possible?

- Are women and men, minorities and disabled of the affected community represented equally on the management committees?
- Are any additional activities needed to ensure that a gender perspective is made explicit (e.g. training in gender issues, additional research, etc.)?
- Have financial inputs been 'gender proofed' to ensure that both men and women will benefit from the planned intervention?
- Has management been provided with the human resources and expertise necessary to manage and monitor the women's development component within the project?

Project Implementation:

- Is the implementer gender responsive and aware of the specific gender issues?
- Will both women and men participate in implementation?
- Do implementation methods make sufficient use of existing women's organizations and networks such as women's groups?
- Have these partners received gender mainstreaming training, so that gender perspective can be sustained throughout implementation?
- Collect gender-sensitive data based on the selected indicators.
- Monitor the progress against targets set for the period under evaluation, and feedback results into the system to allow for midterm corrections.

Monitoring:

- Does the monitoring strategy include a gender perspective?
- Are there monitoring mechanisms that ensure that all policy / program / project activities are on track and take account of progress for male and female beneficiaries?
- Are there monitoring methods to check the progress in reaching women? e.g. women's (increased) income, occupation of leadership roles, utilization of credit facilities, participation in project management and implementation, and influence over decision making?
- Has a communication strategy been developed for informing various publics about the existence, progress and results of the project from a gender perspective?

Evaluation:

- Do women receive a fair share, relative to men, of the benefits arising from the projects?
- Does the project redress a previous unequal sharing of benefits?

- Does the project give women increased control over material resources, better access to credit and other opportunities, and more control over the benefits resulting from their productive efforts?
- What are the likely long-term effects in terms of women's increased ability to take charge of their own lives, understand their situation and the difficulties they face, and to take collective action to solve problems?
- Assess progress and make corrections if needed to obtain expected gender-related outcomes.

Quantitative:

- Participation of all stakeholders in project identification and design meetings (attendance and level of participation/contribution by sex, age, and socio-economic background).
- Degree of rural women and men's inputs into project activities, in terms of labor, tools, money, etc.
- Benefits (e.g. increased employment, crop yields, etc.) going to women and men, by socio-economic background and age.

Qualitative:

- Level of participation as perceived by stakeholders through the different stages of the project cycle (by sex, age, and socio-economic background).
- Degree of participation of an adequate number of women in important decision making (adequacy to be mutually agreed by all stakeholders) - to be measured through stakeholder responses and by qualitative analysis of the impact of different decisions.

Project Strategy Statement	Indicator	Monitoring Frequency (Monthly, quarterly, adhoc?)	Progress: report against indicator(this month)	Progress: report against indicator(Cumulative)	Gap Analysis: on target as per work plan?	Problems identified in analysis?	Solution
Goal							
Objective							
Activities							