

Terms of Reference for the Final Evaluation of the LIFFT-Cashew Project: Senegal, the Gambia and Guinea-Bissau (SeGaBi) USDA/FAS/FFPR PROJECT/FCC-685-2017/026-00-A March 2025

1. Introduction

Shelter for Life International (SFL) is an international, faith-based, relief and development organization with more than 30 years of experience providing sustainable development and humanitarian assistance to post-conflict countries around the world. We are currently operational in Afghanistan, Senegal, the Gambia, and Guinea-Bissau.

2. Background

Under the USDA/FAS Food for Progress (FFPr) program, Shelter For Life (SFL) has been implementing a \$29.9 million, eight-year project called “Linking Infrastructure, Finance and Farms to Cashew” (LIFFT-Cashew) in Senegal (Ziguinchor, Sedhiou, Kolda, and Fatick), The Gambia (North Bank, Western and Lower River), and Guinea-Bissau (Oio, Cacheu, Biombo, and Bafata). Under the project, this is called the “SeGaBi” region. The project began in 2017 and was awarded a merit-based extension in 2022, which extended the project until December 2025.

The goal of the LIFFT-Cashew project has been to improve cashew productivity, processing and build the trade linkages necessary to support an integrated, regional trade network for the cashew value chain. This final evaluation is the last component of project evaluations, assessments and studies, which included a baseline assessment, environmental impact assessments, a traffic study, a post-monetization market assessment, a midterm evaluation, a cashew value chain study, and a cashew farm census.

The project has had a wide array of beneficiaries along the cashew value chain. It has benefited smallholder farmers (producers), processors, cooperatives, associations, laborers, financial institutions, and buyers, in addition to stakeholders of the broader cashew sector such as potential investors and government policy makers. In greater detail the beneficiaries included:

1. **Farmers:** The project has targeted farmers as direct beneficiaries and describes them as those who own cashew trees and produce cashew nuts. Farmers also include those who are members of cooperatives or producer groups, and those who are not yet members.
2. **Cooperatives, Associations and Cashew Marketing Associations (CMAs):** The LIFFT-Cashew project has targeted these collective groups to assist them in becoming better established, formalized and organized. The project has also influenced their leaders and representatives, and stakeholders within their networks. The project is currently working with 24 cooperatives, with a total of 37,774 farmer members.
3. **Cash for Work (CFW) Laborers:** Under the LIFFT-Cashew’s construction activities such as warehouses, feeder roads etc., CFW laborers were hired for part-time work from the communities along the targeted roads and regions.

4. **Processors:** The LIFFT-Cashew project has targeted cashew kernel processors to build their capacity to add value to cashews in the region. Processors included regional and international companies. The project has worked closely with 10 cashew processors, adding \$4,000,837 to leverage the project's Cashew Fund, and has increased the trade by more than 197,014 tons of raw cashew nuts (RCN) in the region.
5. **Financial Institutions:** The project has engaged financial institutions and banks to assist with alternative financing mechanisms, including through the project's Cashew Fund, Warehouse Receipt System, loans and collateral management.
6. **Policy Makers / Governments:** The LIFFT-Cashew project has engaged policy makers, ministries and government representatives to coordinate through country-specific steering committees to assist with promoting and facilitating project activities, and to garner buy-in to ensure more government attention is brought to the cashew sector.
7. **Buyers:** The LIFFT-Cashew project has engaged buyers through contracts and/or requests of RCN or processed kernels, and encouraged buyers to work with cooperatives rather than with individual farmers. The project has also targeted buyers by bringing the cashew nuts produced up to quality standards for international markets through organic certification, nurseries, and traceability.
8. **Business Owners:** The project has engaged a variety of small and medium-size enterprises (SMEs) along the cashew supply chain by providing financial assistance and training.
9. **Investors:** The project's Cashew Fund has attracted regional and international investors to bring funds to the cashew sector. The Fund has allowed a variety of spin-off projects for investors, and the project has engaged international investors to build factories.

The LIFFT-Cashew project aimed to achieve three main objectives (see Annex 1 for Results Framework):

1. Increase or maintain the quality of raw cashew nuts (RCN);
2. Increase the processing of RCN within the SeGaBi region;
3. Promote the collective sale of RCN.

To achieve these objectives, the project has focused on the following five components:

- Component 1: Infrastructure
- Component 2: Access to Finance
- Component 3: Access to Market
- Component 4: Agriculture Productivity
- Component 5: Market Information System

Following is a description of SFL's activities and achievements for each of the components:

1. **Infrastructure Component:** SFL has rehabilitated and added drainage to 136.24 kilometers of agricultural feeder and connector roads. Road drainage was designed to increase the useful life of the roads and decrease negative impacts of runoff on surrounding ecosystems. SFL has trained community members on how to properly maintain the roads to ensure their longevity and usefulness. In addition to roads, SFL has provided technical assistance and training to assist cashew marketing associations (CMAs) in constructing, rehabilitating and managing cashew storage units (warehouses), and on post-harvest handling of cashews. As a direct boost to the economy, SFL

employed Cash for Work Laborers (CFW) from beneficiary communities for all construction work of the project and has strived to achieve at least a 10% quota of women laborers.

2. **Access to Finance Component:** SFL established a Cashew Fund to provide an alternative financing mechanism for investment in small and medium sized cashew businesses in the region. This has included setting up legal, organizational and management systems, and a portfolio structure for the Fund to operate, as well as establishing an Investment Committee. This Fund has enabled cashew value chain actors to produce impact across the value chain and demonstrated the potential to link to regional and international markets. SFL consulted with USDA on how to transition the Fund, so it operates beyond the life of the project.
3. **Access to Markets Component:** SFL has worked with Cashew Marketing Associations (CMAs) and trade associations to strengthen their existing operations and become registered organizations. SFL has also worked with existing producer associations or similar groups to help build their capacity to become registered CMAs. To build their capacity, SFL conducted assessments on these organizations using SCOPE-Insights methodology, to identify strengths and weaknesses, and to better design training curricula. Under this component, SFL has also helped value chain actors to develop networks and relationships between buyers-sellers by bringing international, regional and local buyers together and facilitating relationships. Lastly, SFL has worked with producers, buyers and processors to improve their approach to marketing, branding and selling, which included organic certification and the Warehouse Receipt System (WRS).
4. **Agriculture Component:** SFL has worked with associations and cashew producers to apply Good Agriculture Practices (GAP) at their farms, through the use of demonstration plots, in-kind grants, and cashew nurseries.
5. **Other: Market Information System:** Lastly, to support all activities under this Project, SFL has developed and has managed a scalable database platform that can store and disseminate cashew and market data. The platform has the capacity to analyze data and create reports and can be accessed in a single website by local governments, USDA, and other key stakeholders of the cashew value chain. The platform has also stored information about potential borrowers, such as farmers and enterprises, and is accessible for the Cashew Fund or financial service providers.

3. Purpose and Objectives of the Final Evaluation

The purpose of the Final Evaluation is to assess whether the program has achieved the expected results as outlined in the results framework (Annex 1) and the Performance Monitoring Plan (PMP) (Annex 2). It will enable SFL, its partners, and USDA to understand, to a certain degree of attribution the results and the program's impact on the cashew value chain. Using the Baseline Assessment and the Midterm Evaluation as a framework, the Final Evaluation will analyze program outcomes on the regional cashew value chain. The final evaluation will also show whether the program has the potential to be replicated, or secure future funds, and whether it supports the learning function of the USDA Food for Progress (FFPr) program. The Final Evaluation objectives are to:

- Assess the extent to which the project has achieved the expected results.
- Assess the relevance, effectiveness, efficiency, impact, and sustainability of the program, according to key evaluation questions.
- Assess the performance of SFL.
- Describe the nature and scope of impacts of program activities.

- Collect data and measure the results of the program as outlined in the PMP.
- Draw conclusions, review lessons learned and make recommendations for activities that could have been improved should the project be replicated, to SFL and its partners, USDA, project participants, and other cashew stakeholders

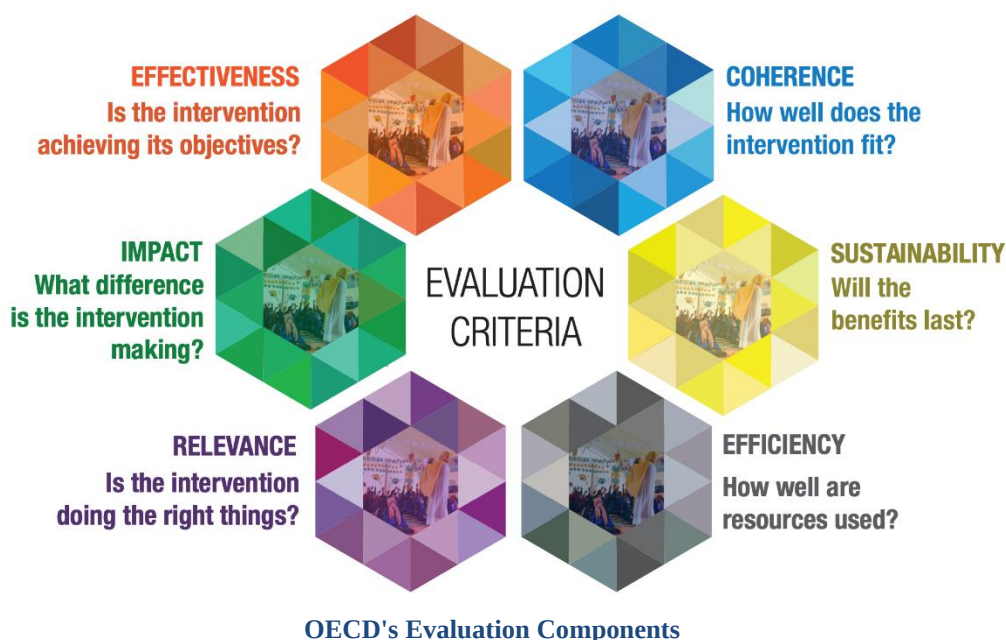
SFL will advertise the end of project evaluation, form a Final Evaluation Selection Committee and review the best proposal to meet the deliverables to SFL and USDA's satisfaction. Some factors to be considered will include timely completion of deliverables, effective management and coordination of data collection, quality of evidence-based conclusions and quality of the proposal, as well as the professionalism and dedication of the team. SFL will develop a detailed TOR and contract the evaluators as USDA has approved the Final Evaluation terms of reference.

4. Final Evaluation Key Questions

The Final Evaluation is an opportunity to observe the outputs, outcomes and impact of the LIFFT-Cashew project and will guide any future programing.

The Final Evaluation's findings will assess the extent to which the project has achieved the expected results for all activity indicators. LIFFT-Cashew's key staff will participate in the review process to ensure a full range of perspectives and experiences. The key Final Evaluation questions will follow OECD's recommended evaluation components to cover relevance, coherence, effectiveness, efficiency, impact, and sustainability of the project's activities.

The graph below presents the OECD' evaluation components:



The LIFFT-Cashew project Final Evaluation will employ these evaluation components as follows:

1. Relevance:

- a. Did the LIFFT-Cashew project (the intervention) meet its objectives and goals?
- b. To what extent did the intervention objectives and design respond to beneficiaries', global, country, and partner/institution needs, policies, and priorities, and continue to do so, even if circumstances changed? (*Note: to "respond" means that the objectives and design of the intervention are sensitive to economic, environmental, equity, social, political economy, and capacity conditions in which the project takes place.*)
- c. How well was the LIFFT-Cashew project design integrated with each country's strategy and were the priorities relevant to the project components?
- d. To what extent were the objectives of the project appropriate for the cultural, economic, social, and political context of the three countries of Senegal, The Gambia and Guinea Bissau. ?

2. Coherence:

- a. How well did the interventions fit or undermine other interventions in each of the countries, sector or with institutions?
- b. What has been the level of internal coherence? (i.e. synergies and linkages between the intervention and other interventions carried out by the same institution/government in each of the countries, and consistency of the intervention with relevant international norms and standards to which that institution/government of each of the countries adheres?
- c. What has been the level of external coherence? (i.e. consistency of the intervention with other actors' interventions in the same context).
- d. What has been the extent that interventions are complementary, harmonized and coordinated to add value while avoiding duplication of efforts.
- e. How has management collaborated with key partners in achieving the LIFFT-Cashew project results?
- f. How do you assess the field team's collaboration with the government, communities and material suppliers in each of the countries? (Qualitative statement based on observation and possible interviews).

3. Effectiveness:

- a. To what extent has the intervention achieved its objectives, results, Monitoring Plan, and any differential results across groups? More specifically:
 - i. To what extent was infrastructure rehabilitated/constructed?
 - ii. To what extent was a wide range of financial services increased for value chain actors (including the project directly injected financing, leveraged and also facilitated efforts to attract financing)?
 - iii. To what extent were cashew farmers organized into marketing groups and trained on best practices?
- b. Based on the level of achievement of results, how well has SFL's team managed the LIFFT-Cashew project in terms of programmatic and financial obligations success or failure?
- c. Were project staffing levels and job assignments adequate and appropriate to carry out project activities?

- d. From the perspective of achieving targets, what interventions worked very well, what worked less well, and what did not work?
- e. What changes could have been made in the activities that would have enhanced their contribution to the realization of results?
- f. How well did the monitoring and/or evaluation activities provide effective tools for measuring progress?
- g. How could the M&E team have improved the tools for more effective evaluation?
- h. To what extent were the different needs of women and youth participants considered during project implementation, and how were the results different for these target groups (if at all)?
- i. What challenges were faced during implementation and how did the project respond to those challenges?

4. Efficiency:

- a. How well were resources used vs each of the project components?
- b. Were the outputs and results achieved in a timely manner and within a reasonable period?
- c. What challenges slowed or prevented the start, continuation or completion of certain activities?
- d. How did COVID-19 impact the project's indicators or project implementation?
- e. Were there any technical, supply-chain, material-availability and/or other challenges that may have impacted the flow of the LIFFT-Cashew project implementation, or project indicators and results?
- f. To what extent was collected data (qualitative and quantitative) used to make program decisions and course corrections as needed?

5. Impact:

- a. What steps were taken for monitoring progress?
- b. What methods were used to evaluate project impact?
- c. What difference has the intervention made?
- d. To what extent has LIFFT-Cashew generated significant positive or negative, intended or unintended, higher-level effects? Specifically:
 - i. When cashew farmers gained new knowledge, skills and access to infrastructure and finance, did they increase their substantive participation in the cashew value chain in terms of (1) advocating for their interests, (2) increasing the volume of trade in cashews, (3) reinvesting in cashew production, and (4) creating new relationships?
 - ii. To what extent did feeder roads, when created in conjunction with producer organizations, training and development of buyer-seller relationships, impact the following?
 - 1. Cashew trade: value and volume of farmgate RCN sales;

2. Improved production practices: application of improved techniques and technologies.
- iii. How, if at all, did feeder and connector roads impact cashew farmers and cashew-related businesses? To what extent did market infrastructure – including roads and storage – increase the substantive participation of cashew farmers?
- iv. How can improved roads and post-harvest storage help in value creation to expand trade and markets?
- v. To what extent did the Financial Services Component help small and medium-sized producers, traders and post-harvest market actors (including processors), to access loans?
- vi. What was the outcome of the financial services (loans or grants) on the small and medium sized producers, traders and other post-harvest actors (including processors)?
- vii. How did the loan portfolio perform in terms of the impact of borrowers on repayment and non-repayment?
- viii. How efficient was using RCN or other assets as collateral?
- ix. How did training, extension services and demonstration farms affect the quality and/or quantity of cashew production for smallholder farmers?
- x. Who did the LIFFT-Up data platform benefit, and to what extent did it affect their ability to engage in the regional cashew market?
- xi. What impact did the project have on the stabilization of the regional cashew market? Which activities or components had a greater impact on market stabilization?
- e. What unintended outcomes (positive and negative) were produced?

6. Sustainability:

- a. How can the project legacy be sustainable, including the achievements and results in each of the three countries?
- b. Are there components of the project that could be monetized and or be operated as a business to continue a service that the partners could continue and can be borne by the markets?
- c. To what extent will the net benefits of the intervention continue in each of the countries, or are likely to continue?
- d. What activities can be implemented by government, organizations and communities to sustain project activities and results?
- e. What is the probability that the intervention will have a lasting impact on households and SMEs? Why? And what evidence supports this?
- f. What is the probability of continued, ongoing road maintenance, access to finance, or participation in CMAs?
- g. What are the long-term outcomes, both direct and indirect, of interventions related to roads and other key infrastructure components in creating strong market systems?

- h. To what extent has the lending mechanism become self-sufficient and therefore, sustainable?

15. Final Evaluation Methodology

Program evaluation of intervention results and impact utilize both quasi-experimental and non-experimental methods (both the LIFFT-Cashew Baseline and Midterm Evaluations were designed using these methods). The Final Evaluation will also be designed accordingly. Data for the Final Evaluation (and indicator measurement) will be collected by external evaluator(s) and will include rigorous collection and analysis of quantitative as well as complementary qualitative data.

Final Evaluation Samples: During the Final Evaluation, the same Household and Enterprise Survey (HAES) will be administered to the same individuals and enterprises that were surveyed during the Baseline Assessment and Midterm Evaluation. It will also include participants and non-participants (for farmers only) who had been previously surveyed. Focus Group Discussions (FGD) and Key Informant Interviews (KII) will also be conducted during the Final Evaluation, following the same methodology established in the Baseline and Midterm Evaluations.

The final evaluation sample size will consider the sample size used in the previous two evaluations. Specifically, the LIFFT Cashew Baseline Assessment sample included: surveying 1,241 cashew producers in the three countries; 26 cashew-related companies; 58 key informants, including cashew-related enterprises, financial institutions, governments, community organizations SFL and USDA; and 23 focus groups, including producers, processing cooperative members and potential cash-for-work labors.

The sample size for the Midterm Evaluation was more extensive, including a producer survey of 885 participants (541 in Senegal, 194 in Guinea Bissau, and 110 in Gambia); an enterprise survey conducted with 15 small, medium, and large cashew-related enterprises, (five in each of the three countries); 51 Cash-for-Work laborers (20 in Senegal, 17 in The Gambia, and 14 in Guinea-Bissau); 18 Focus Group Discussion (8 in Senegal, 5 in The Gambia, and 5 in Guinea Bissau); 57 Key Informant Interviews with producer cooperatives, cashew processors and cashew-related enterprises, financial institutions, traders and exporters, trade associations, government, NGOs, USDA staff, and SFL staff.

The Final Evaluation sample will be taken from all three countries of the SeGaBi region, Senegal, the Gambia and Guinea Bissau. The extensive travel and logistics required for the samples will be significant elements to be considered in the evaluation budget, logistics and data collection planning.

Review of documents and project monitoring data will also be a component of the LIFFT-Cashew Final Evaluation. This includes the review of SFL's project reports and monitoring data, as well as any new cashew sector studies or publications which have been released since the Midterm Evaluation.

The Final Evaluation will also include Direct Infrastructure Observations, for example of the roads, to externally verify the work completed to date. The observations are not designed to be a technical assessment of the quality of roads, but rather an observation which: (1) confirms the existence of the road, and (2) conducts a broad comparison of the road to other similar roads in the region. This is the same methodology as used in the Midterm Evaluation for this component. Qualitative data can also be collected using randomized interviews about people's perceptions on the quality of the road and the wider impact it has had on their lives other than work with cashews, such as better access to health care, employment, connectivity to national issues, social cohesion, etc.

For both the quantitative and qualitative data, the external evaluator will be responsible for the analysis of all data collected, to be used as part of the evidence of results and impact, and a basis for reporting Final Evaluation findings.

6. Evaluation Ethics

The evaluation team will apply the following ethical practices during data evaluation:

- Work on having collegial and respectful relationship with SFL staff;
- Respect confidentiality issues of all stakeholders involved in the study;
- Treat all project stakeholders equally and maintain impartiality at all times; and
- For survey questionnaires and interview protocols, create an informed consent form asking for stakeholders' voluntary participation in the evaluation.

7. Timeline of the Final Evaluation

The final evaluation will be scheduled for near the end of the program, and is projected to be held between April and August 2025. SFL is undertaking the procurement of the external evaluator now that USDA has approved the terms of reference. The following schedule outlines the Final Evaluation phases.

Final Evaluation Activity	Length of Time	Date
Proposal Submission deadline	3 weeks	7 th April 2025
Evaluation of proposal and selection	2 weeks	7 th to 21 st April 2025
Contracting	2 weeks	21 st April to 5 th May 2025
Inception phase including submission to SFL	4 weeks	5 th May to 2 nd June 2025
Fieldwork	6 weeks	2 nd June to 14 th July 2025
Data analysis and draft report	4 weeks	14 th July to 11 th August 2025
Report finalization and submission	2 weeks	25 th August 2025

8. Audience and Key Stakeholders of the Final Evaluation

The key audience for the LIFFT-Cashew Final Evaluation is program staff and partners, USDA, the beneficiary associations and CMAs, as well as external stakeholders including the cashew alliances and other agencies implementing similar projects and activities. In addition to posting a summary report (in French and English) on the SFL website, SFL will directly share it with the African Cashew Alliance, and the cashew alliances in each country, including ComCashew, World Cashew Conference, and the relevant government stakeholders in each country.

9. Dissemination of the Final Evaluation Report

Following the completion of the LIFFT-Cashew Final Evaluation, the consultants will develop a publishable report to disseminate to relevant stakeholders and other interested agencies. The approved report will be translated into local languages (French and Portuguese, if necessary) and published on various websites for knowledge sharing.

10. Deliverables

The following table lays out the key activities and associated deliverables for this study, along with the estimated timeframe:

Activity	Deliverables	Estimated Timeframe (to be finalized in contract)
Phase One: Planning, Desk Review and Drafting Inception Report	<u>Inception Report</u> , with proposed methodology and workplan, based on reviewing key documents and consultations (Skype or teleconference) with key staff and stakeholders, including the donor. Must include roles and responsibilities, methodology, and time-specific workplan. 1) Description of basic context based on project documents and literature review 2) Finalized methodology for study 3) Workplan/timeline 4) Data collection tools 5) Quality assurance plan and for clean data sets	18 to 20 working days
Phase Two: Fieldwork	1) Use a variety of techniques to gather quantitative & qualitative <u>data</u> . 2) Gather quantitative data by applying another <u>Household & Enterprise Survey</u> , as administered by SFL in the past. 3) Gather quantitative data by reviewing SFL's <u>Cashew Farmer Census</u> and utilize findings as appropriate. 3) Gather qualitative data utilizing <u>Focus Group Discussions and Key Informant Interviews</u> 4) Conduct <u>Direct Road Observations</u> to ensure integrity of infrastructure component	25 to 30 working days
Phase Three: Reporting and Feedback	1) <u>Draft Final Report</u> in MS Word for review and feedback, includes all components described for the final report 2) <u>Briefing report (2-3 pages)</u> describing evaluation design, key findings and relevant considerations, written in easy language for non-evaluators, with graphics and tables.	25 to 30 working days

Activity	Deliverables	Estimated Timeframe (to be finalized in contract)
	2) <u>Verbal debriefing</u> session conducted to discuss report. 3) <u>Final Version of Report</u> in English, due 5 days after verbal debriefing. Report must include a Cover page, acronyms, table of contents, executive summary, introduction and purpose, evaluation design, methodology, findings and conclusions, recommendations, and annexes (including indicator table, approved TOR, and Results Framework). Final evaluation report to be no more than 80 pages in length.	

11. Evaluation Management and Responsibilities

SFL's responsibilities:

- Mobilize and designate individuals within the organization to lead and manage the process.
- Assist in coordinating logistics based on proposed evaluation activities.
- Assist in coordinating stakeholders to participate in the process.
- Provide information and relevant project documents about program objectives, operations and intended beneficiaries, expectations about the evaluation, and any other information.
- Provide input and feedback on evaluation plan.
- Specify reporting requirements in terms of progress.

Evaluator(s) responsibilities:

- Lead all evaluation activities (desk review, data collection and analysis and reporting).
- Ensure the evaluation runs according to plan and meets milestones and deliverables on time.
- Report on any challenges and their resolution in which potential issues need to be raised for decision-making elsewhere.
- Attend evaluation meetings and check-ins to discuss progress.
- Implement and oversee implementation of data collection.
- Produce evaluation reports on a weekly basis.

12. Evaluator Qualifications:

The evaluation team should have the following qualifications:

- Lead Evaluator: Minimum 8 to 10 years of work experience in evaluation of agricultural programs;
- Team has expertise in cashew value chains
- Strong program evaluation experience, including evidence of success in completing similar evaluations in terms of size, design and rigor;

- Previous experience in evaluation of USDA Food for Progress (FFPr) and similar programs;
- Experience working in the region of West Africa;
- Ability to hire experienced enumerators that are fluent in local languages (i.e. French, Portuguese);
- Excellent report-writing abilities

Proposal submission instructions:

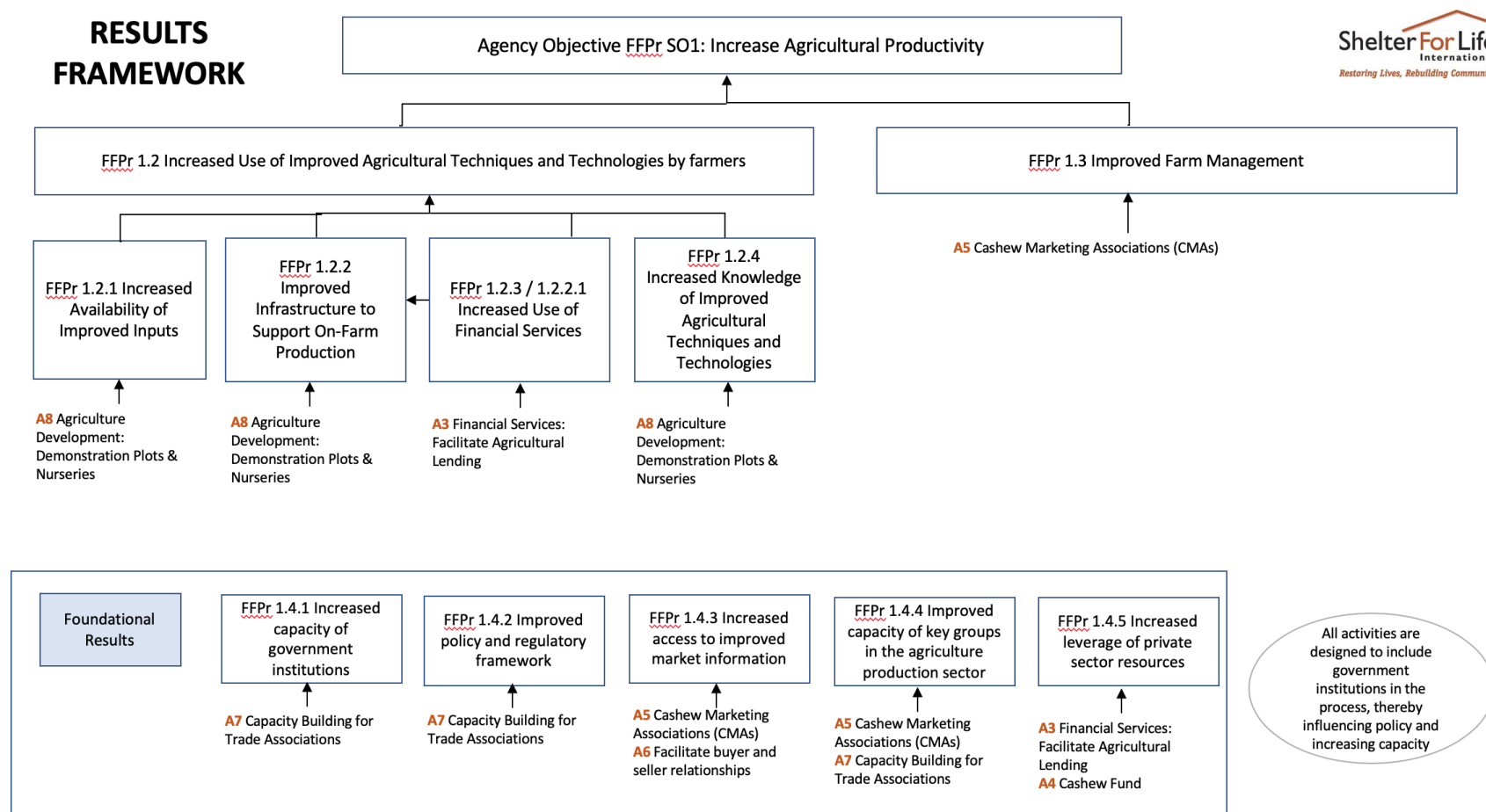
Proposals must be submitted by 5:00 PM Central Time, Monday, April 7th, 2025.

Send your proposal to **info@shelter.org** with the subject line: **"Proposal - Final Evaluation of LIFFT-Cashew Project Senegal, The Gambia, and Guinea-Bissau"**

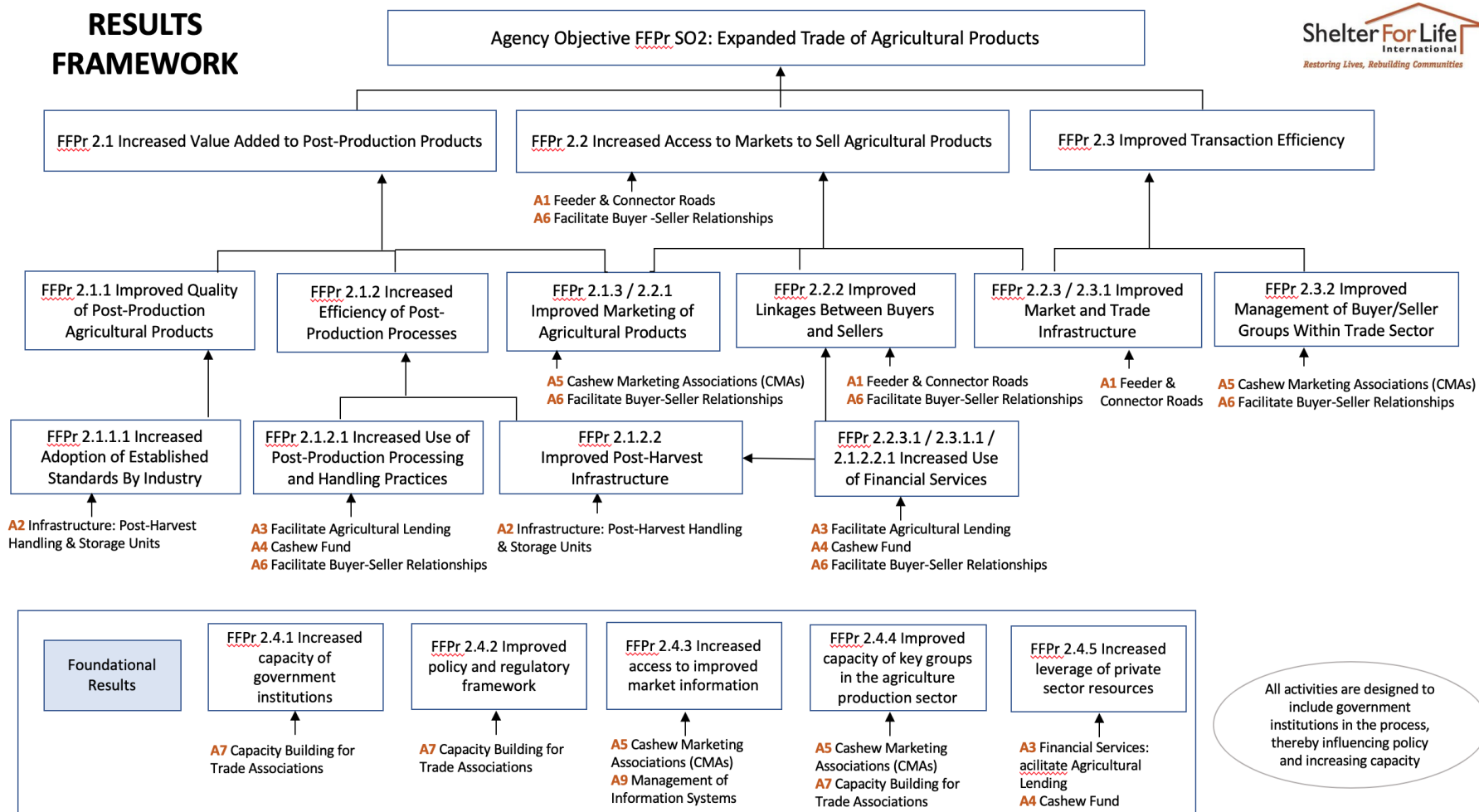
Shelter For Life will notify the selected agent in writing. Other applicants will be informed of the decision by email.

If you have questions about this RFP, you may send them to the email address listed above.

ANNEX 1 - RESULTS FRAMEWORKS



RESULTS FRAMEWORK



ANNEX 2: LIFFT-CASHEW PERFORMANCE MONITORING PLAN

Please find the Performance Monitoring Plan attached.

LIFFT-Cashew Performance Monitoring Plan

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of individuals benefiting directly from USDA-funded interventions (Standard #17)	Definition: Individuals who are directly participating in the project by: - CFW labor (A1) - Financial services (A3, A4) - Cooperative members/ registration in CMA (A5) - Market trainees (A6, A7) - Ag trainees (A8) Individuals will only be counted once per fiscal year. Disaggregation: Country, gender, new/continuing Unit: individual	Program and indicator tracking, compiled on the LIFFT-Up platform	Project records. SFL's data platform (LIFFT-Up) will have the capacity to consolidate multiple streams of data (from each of the below indicators) and count each unique beneficiary, along with the assistance each receives.	Data collection of various types of beneficiaries will be collected per each indicator (below), but will be available month-by-month	M&E Regional Team will provide overall management but each activity manager will be involved	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	To track progress over time and report back to various stakeholders	Program leadership, including HQ, COP, component managers & M&E Regional Manager
Number of individuals benefiting indirectly from USDA-funded interventions (Standard #18)	Definition: Individuals who are not directly engaged with a project activity or come into direct contact with a set of interventions (goods or services) provided by the project. Family members of households who participate in the project are counted as indirect beneficiaries. Disaggregation: Country, New/Continuing Unit: individual	Calculation based on direct beneficiaries	This is a calculation of direct beneficiaries multiplied by 7, since statistically there are an average of 7 family members in SeGaBi households	Family members will be calculated semi-annually only	M&E Regional Team will provide overall management	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	To track progress over time and report back to various stakeholders	Program leadership, including HQ, COP, component managers & M&E Regional Manager
Number of CFW laborers employed (Custom indicator #4)	Definition: Number of laborers hired to work on road rehabilitation , including unskilled labor, support labor, or skilled labor. Individuals will only be counted once per fiscal year. Disaggregated by gender, type of labor, and road or storage Disaggregated by gender, new/continuing, and location of individual, Unit: individual	Labor attendance sheets and CFW database	Data will be collected on each potential and actual laborer, including labor applicants and, will be compiled in a database of laborers	Bi-weekly	Infrastructure team, monitored and verified by local M&E team, and reviewed by regional M&E	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of jobs attributed to USDA assistance (Standard #15)	Definition: jobs created during the reporting year. there are two types of jobs created – (1) CFW labor opportunities which are greater than 30 days in length, and (2) new jobs created through the establishment or expansion of processing facilities. Jobs created must be calculated by the full-time equivalent (FTE) outlined in the indicator guidance. Disaggregate: Country, gender Unit: individual	CFW database, RCN processor interviews, records, and activity component records. Jobs created by the cooperatives and processors through USDA assistance. Examples include tree nursery workers, RCN collectors and transporters, chainsaw operators, workers paid by cooperatives or processors for warehouse construction and rehabilitation	The LIFFT-UP platform will store information provided by project components on new jobs created. Each job will only be recorded once.	Ongoing, bi-weekly (CFWs)	Compiled by each component manager and reviewed by M&E Team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Value of sales by project beneficiaries (Standard #13)	Definition: the value of all cashew sales by direct project beneficiaries (see “direct beneficiaries” for definition). Value of kernel sales by project supported processors will also be recorded. Disaggregate: Cooperative; country; commodity type; product (RCN); Kernel and quality (for processors) Unit: USD	Cooperative sales records Processor/ enterprise records of sales (for kernel) Household and Enterprise surveys (MTE and FE)	Data will be collected from all partner cooperatives of their RCN collection and sales from them or their member farmers all. Data collected for partner processor/enterprises involved in processing and sales of kernel Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing/ (Monthly) during cashew harvest and marketing period	A6-Trade promotion team with support and verification of evidence by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	To understand project impact on sale of cashew	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Volume of commodities sold by project beneficiaries (Standard #14)	Definition: the volume by weight (Metric ton) of all cashew sales by direct project beneficiaries (see “direct beneficiaries” for definition). Volume of kernel sales by project supported processors also recorded. Disaggregate: Cooperative; country; commodity type; product (RCN); Kernel and quality (for processors) Unit: metric ton (MT)	Cooperative sales receipts Processor enterprise records of sales (for kernel) Household and Enterprise surveys (MTE and FE)	Data will be collected from all partner cooperatives of their RCN collection and sales from them or their member farmers all. Data collected for partner processor/enterprises involved in processing and sales of kernel Self-reported data will also be collected for the baseline, MTE and Final evaluations.	O Ongoing/ (Monthly) during cashew harvest and marketing period	A6-Trade promotion team with support and verification of evidence by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	To understand project impact on sale of cashew	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of new buyer-seller relationships established as a result of USDA assistance (Custom indicator #11)	Definition: new relationships which include sales of RCN, kernel, or cashew by-product. The relationship is formalized by documented sale of product and can be local, regional, or international Disaggregated by type of product, type of sale, and location of seller Unit: each contract is one unit	Contracts and trade agreements signed between cooperatives and buyers or between Processors/Enterprises and buyers. Enterprise survey (MTE and FE)	Data will be collected in the baseline, MTE and FE by the evaluators and monthly during the season by the A6 Trade promotion team from partner cooperatives and processors/ enterprises The team will work with these groups on a regular basis and can validate responses of each group.	Monthly	A6-Trade promotion team with support and verification of evidence by M&E team	Monthly	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
FFPr 1.2 –Increased use of improved agricultural techniques & technologies								
Number of individuals who have applied new techniques or technologies as a result of USDA assistance (Standard #2)	Definition: number of cashew farmers who have <i>newly</i> applied one or more GAP techniques as determined by the Agriculture Team. Individuals will only be counted once per fiscal year. Disaggregated by gender, new/continuing, type of individual, location of individual, and type of technique/ technology Unit: individual	Data collection sheets Household survey self reported (MTE and FE)	Facilitators based at the village level will collect data on GAP application with data collection sheets. After validation by coaches and M&E team the data is fed into the LIFFT-UP platform. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing (Monthly) October 1 – March 31) and (April 1 – September 30)	Data collected by facilitators, verified by coaches and validated by the A8 and M&E team.	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of hectares of land under improved techniques or technologies as a result of USDA assistance (Standard #1)	Definition: area of cashew land <i>first</i> brought under improved technique(s) or technology(ies) (GAP) during the current reporting year. The number of hectares is linked to standard indicator #2 <i>number of individuals applying improved techniques and technologies</i> Disaggregated by new/continuing, type of technique/ technology, and location of land Unit: hectare	Data collection sheets Household survey self reported (MTE and FE)	Facilitators based at the village level will collect data on GAP application with data collection sheets. After validation by coaches and M&E team the data is fed into the LIFFT-UP platform. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing (Monthly)	Data collected by facilitators, verified by coaches and validated by the A8 and M&E team.	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Average Outturn for Cashew Marketing Associations (CMAs) Custom Indicator #	Definition: This is the determination of the quality of the cashew nuts. The data will be collected from samples taken. The data will be determined after each harvest period from March to June (2-3 collection times). Disaggregate: Cooperative; Country Unit: lbs	sample collection sheet, storage inventory	Data will be collected from all partner cooperatives from RCN samples that were purchased or collected from their member farmers. Outturn measurements will be done each time a harvest is brought in during the harvest period between March to June, typically this is three times. The measurements will be averaged.	Annually during the harvest period from March to June	Coaches and Agriculture component (A8) officers. validated by M&E team.	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of producers certified by industry Custom Indicator	Definition: the number of individuals certified by external groups such as USDA, or certifying bodies (e.g., ECOCERT, AGRICERT with USDA organic label, etc.) Certification must be complete to be counted and must follow training with facilitation of the project that led to it. Disaggregate: Gender, Type, new/continuing, location of individual, Unit: individual	Training participant list and training report Household survey self reported (MTE and FE) Physical copy of Processors certificate from which producers were certified under.	Participants who underwent the industry training and became certified through a regulatory body will be recorded. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	As training and/or certification is conducted, documented at least monthly	Agriculture Team, monitored and verified by M&E team.	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of individuals who have received short-term agricultural sector productivity or food security training as a result of USDA assistance (Standard #16)	Definition: unduplicated number of individuals who participate in structured training sessions conducted or managed by SFL, including the following types of training: - GAP, agriculture productivity, post-harvest handling (A8) - Financial training on savings, loan management, entrepreneurship, business plan (A3) - Cooperative members training on governance, administration, or financial management (A5) - Policy training or cashew Master training (A7) Disaggregated by gender, new/continuing, type of individual, location of individual, and topic of training, Unit: individual	Training records/ Training participant list and training report Household survey self-reported (MTE and FE)	Data will be collected at each training session in a format designed by the M&E team, including phone number, and signature or thumb print, photos of event. Data collected on paper format and use Taroworks (mobile data collection application) to upload the data on to salesforce. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	As training is conducted, documented at least monthly	Agriculture, Market Access, and Access to finance Teams, collect the data; reviewed and approved by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of individuals who have applied improved farm management practices (i.e. governance, administration, or financial management) as a result of USDA assistance (Standard #3)	Definition: Number of individuals who participate in structured training sessions conducted or managed by SFL, such as CMA management principles, marketing & branding, and buyer-seller relationship building and later <i>newly</i> applied the training as determined by the Market Access Team. Individuals will only be counted once per fiscal year. Disaggregation: Gender, new/continuing, type of individual, location of individual Unit: individual	Cooperative membership records Household survey self-reported (MTE and FE)	Market Access teams will collect and verify cooperative records concerning the numbers of new members each month Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing (monthly)	Market Access and trade promotion teams, reviewed and approved by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of Cashew Marketing Associations (CMAs) established as a result of USDA assistance (Custom indicator #9)	Definition: CMAs, or cooperatives are a collection of farmers or farmer groups of a significant enough size to have increased bargaining power. They are considered “established” when they have legally registered according to local regulations and opened a bank account in their name. Disaggregation: Location of CMA/cooperative Unit: CMA (group)	Market Access team records	The Market Access Team will keep records of each CMA and its progress, and M&E will conduct occasional verification. All CMAs will be counted (not sample)	Ongoing	Market Access Team, monitored, reviewed, and approved by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	As an observation of the improved organization of cashew marketing groups	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of CMAs ranked in medium or high level of engagement (Custom indicator #10)	Definition: this evaluation rubric ranks the progression of each CMA’s substantive engagement in the cashew value chain in order to demonstrate the capacity and growth of each. Disaggregated by location of CMA Unit: CMA (group)	CMA assessment	The Market Access Team will survey them annually to track how each one progresses. Annually, the M&E team will conduct a survey and assessment of each partner cooperative and rank CMA’s on a rubric.	Annually following each cashew harvest season (Aug-Sept)	Survey administered by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	As an observation of the improved organization of cashew marketing groups	Program leadership, including HQ, COP, component manager & M&E Regional Manager
# of private enterprises, producers’ organizations, water users associations, trade and business associations, community-based organizations that applied techniques and technologies as result of USDA assistance	Definition: Number of groups (enterprises, associations, organizations, etc) who received training (standard #16) and later <i>newly</i> applied the knowledge. This will be by observation of component teams. Groups will only be counted once per fiscal year. Disaggregation: new/continuing, type of group, location of group Unit: group	Component officers and coaches observations Household survey self-reported (MTE and FE)	After receiving training project component officers and coaches will follow up to observe the application of improved technologies and techniques Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Annually following each cashew harvest season	Monitored by component officers and coaches; reviewed and approved by M&E team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of public-private partnerships formed as a result of USDA assistance (Standard #8)	Definition: the number of partnerships in the cashew sector which support improved agricultural production or expanded trade. The agreement should be documented and involve a contribution (cash or in-kind) to the joint effort. Disaggregation: Type of partnership, and location Unit: partnering agreement	Component reports and monitoring, project records	All component managers will monitor and document public and private groups within the cashew sector and document partnerships as they occur	Ongoing	All component managers will document partnerships and M&E monitors and observes. COP will also observe and validate	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Value of new public and private sector investment leveraged by USDA assistance (Standard #9)	Definition: value (USD) of investment provided to in-country cashew processors as a direct result of the project's intervention. Investment may come from international or local investors, OPIC, USAID's DCC, or other similar groups. Disaggregation: Type of investment (public, private), location of recipient Unit: USD	Component reports and monitoring, project records	The A3 and A4 teams will closely monitor investment in cashew in the region and document investment as it happens.	Ongoing	A3 and A4 teams monitor records of investments	Monthly Biannually covering the periods: October 1-March 31 and April 1-Sept 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of processing facilities who successfully begin exporting cashew kernel to international markets. (Custom indicator #2)	Definition: RCN processing facilities or businesses selling kernel to int'l markets (particularly to USA, but may include European or Asian markets), who have received some form of assistance from the project. The project will track <i>all</i> processors starting or expanding operations within the LOP, but only report on facilities that begin exporting in the current reporting year. Disaggregation: New/continuing, location of facility, market sold, and assistance received Unit: processing unit	Processor records and Market Access team reports Enterprise survey self-reported (MTE and FE)	The Market Access Team will keep a list of partner processing facilities in the target geographic region and M&E will conduct occasional verification. All processors will be counted Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing or Annually following each cashew harvest season	Market Access Team, monitored and verified by local M&E team, and reviewed by regional M&E	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	As an observation of the health of the regional cashew market	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Total increase in installed storage capacity (dry or cold storage) as a result of USDA assistance (Standard #11)	Definition: the total increase in functioning storage capacity for RCN constructed and/or rehabilitated and handed over to the CMAs and/or processors/traders. Units will be geographically spread across the target project locations and ideally situated along an SFL road. Disaggregation: Type of storage, type of installation (new or rehabilitated), type of partnership, location Unit: cubic meters	Engineering records	The Infrastructure team monitors and records progress on warehouse rehabilitation or construction on a monthly basis	Ongoing (monthly)	Infrastructure team, monitored and verified by the M&E team	Monthly	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
						Biannually covering the periods: October 1-March 31 and April 1-September 30		
Percentage increase in traffic along rehabilitated roads (Custom indicator #5)	Definition: Average Daily Traffic is a count of both directions of all passing traffic (including pedestrians) from sunup to sundown on preselected weekdays including local weekly market days. Disaggregated by mode of transport, location/road, season Unit: % change in all traffic	Traffic Counts	Data collection on a representative sample of roads will begin as soon as the preliminary list of roads is completed during the baseline, and will continue to be collected throughout the life of the project	Data will be collected before and after rehabilitation. After road completion, the survey will be done annually during the cashew marketing season	Counts are done by enumerators and reviewed by M&E team.	Monthly	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
						Biannually covering the periods: October 1-March 31 and April 1-September 30		

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Percentage reduction in travel time along rehabilitated roads (Custom indicator #6)	Definition: travel time is defined as the length of time required to drive in a typical passenger vehicle (not freight) from one end of the road to the other, utilizing a GPS-enabled device to calculate distance traveled, average speed, and average travel time. Disaggregation: Location/road Unit: percent change in minutes	GPS tracing of each road Mobile enable GPS tracing	Travel times will be calculated by M&E team using a standard SFL vehicle and a GPS-enabled device. Data will be collected before and after road rehabilitation. After completion, the travel time survey will be done once annually.	Data will be collected before and after rehabilitation. After road completion, the survey will be done annually during the cashew marketing season	M&E team	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure achievement of objectives, which are reported semi-annually	Data will be collected before and after rehabilitation. After road completion, the survey will be done annually during the cashew marketing season
Kilometers of roads improved or constructed as a result of USDA assistance (Standard #10)	Definition: total number of kilometers of feeder or connector roads which have been constructed or rehabilitated. The road is considered complete following the geotechnical acceptance of the compaction of the road. Disaggregated by location Unit: tracked in meters, but reported in kilometers	Engineering records	The Infrastructure Team keeps track on a weekly basis of the status of each road sub-activity	Weekly	Infrastructure Team, monitored and verified by M&E team		In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of industry certifications achieved by processors as a result of USDA assistance (Custom indicator #12)	Definition: certifications are conducted by outside groups such as USDA, ACA, or other organizations. ((e.g., ECOCERT, AGRICERT with USDA organic label, etc.) Certification must be complete to be counted and must follow project training or facilitation which led to its achievement. Disaggregated by type of certification, type of enterprise, location of processor, Unit: each certification	Physical copy of Processors certificate Enterprise survey self-reported (MTE and FE)	Market Access team will follow up and collect information and copies of certification from partner processors Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing (upon receipt of certification it will be recorded)	Market Access team; monitored and verified by the M&E team.	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure the achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Number of individuals receiving financial services as a result of USDA assistance (Standard #4)	Definition: total number of individual farmers, cooperative members, or cashew-related enterprises (processors, aggregators, transporters) who receive financial services in the form of a loan, an investment, or financial training, either directly from the project, or from a financial institution which was leveraged through the project. Disaggregation: Gender, type of individual, cooperative, or enterprise, and location Unit: individual (in the case of a cooperative, all officially registered members who benefit will be counted. For other groups, such as an enterprise all members of the group will be counted)	A3 and A4 teams' records or surveys Household and enterprise surveys self-reported (MTE and FE)	The A3 and A4 teams will collect an annual a file containing all the elements of the loans granted plus the amortization table from the partnered financial institutions (FI) to calculate loans provided to VC actors The teams will track all trainings conducted The teams will track all investments by the Cashew Fund or external investors which are a result of the program Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Monthly Annually following the cashew harvest season for FI reports; Ongoing for trainings and other program investment	A3 and A4 teams, verified and monitored by M&E Team	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of loans disbursed as a result of USDA assistance (Standard #5)	Definition: total number of loans (including prefinancing) disbursed to individual farmers, cooperatives, or cashew-related enterprises, either directly from the project, or from a financial institution which was leveraged through the project. Disaggregation: Type of loan, and location Unit: loan	A3 and A4 team records or surveys Household and enterprise survey self reported (MTE and FE)	The A3 and A4 teams will collect annual reports from the partnered financial institutions to calculate loans provided to VC actors. The total loans and pre-financing documents between buyers and cooperatives will be recorded on the LIFFT-UP platform. The A3 and A4 teams will track investments by the Cashew Fund or external investors.	Monthly Annually following each cashew harvest season; ongoing for direct from project And during MTE and FE	A3 and A4 teams, verified and monitored by M&E Team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager
Value of loans provided as a result of USDA assistance (Standard #6)	Definition: Total value of loans, including prefinancing by buyers, which is disbursed to individuals, cooperatives, enterprises, or other cashew value chain actors, either directly from the project, or from a financial institution which was leveraged through the project. Disaggregation: Type of loan, location Unit: USD	A3 and A4 teams records or surveys Household and Enterprise surveys self reported (MTE and FE)	The A3 and A4 teams will collect annual reports from the partnered financial institutions of loans provided to VC actors. The total value of loans and pre-financing between buyers/ cooperatives will be recorded on LIFFT-UP platform. The A3 and A4 teams will track investments by the Cashew Fund or external investors	Monthly Annually, following cashew harvest season; ongoing for direct from project	A3 and A4 teams, verified and monitored by M&E Team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of investments made by the Cashew Fund Custom Indicator	Definition: Total number of loans disbursed through the cashew fund to RCN processors or other small or medium-sized enterprises in the cashew value chain. Disaggregation: Loan type, location. Unit: loan	A4 team loan disbursement records and reports Enterprise survey self-reported (MTE and FE)	The A4 team will collect annual financial reports and statements from cashew processors (supported by the project) in order to determine the number of loans to be made to these value chain actors. The A4 team will track all investments from the Cashew Fund. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Monthly Ongoing as loans are disbursed, they will be recorded semi-annually	A4 Team, verified and monitored by M&E Team	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manage
Value of Investments made by the Cashew Fund Custom Indicator # xxxx	Definition: Total value of loans made from the cashew fund to RCN processors or other small or medium-sized enterprises in the cashew value chain. cashew value chain processors, either directly by the project or by private and public financial partners that were leveraged by the project. Disaggregation: Loan type, location. Unit: loan	A4 team loan disbursement records and reports Enterprise survey self-reported (MTE and FE)	The A4 team will collect annual financial reports and statements from cashew value chain processors in order to determine the number of loans to be made to these value chain actors. The A4 team will track all investments from the Cashew Fund. Self-reported data will also be collected for the baseline, MTE and Final evaluations.	Ongoing as loans are disbursed, they will be recorded semi-annually	A4 Team, verified and monitored by M&E Team	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure and quantify the achievement of the objectives, which will be the subject of a semi-annual report	Program leadership, including HQ, COP, component manager & M&E Regional Manager

PERFORMANCE INDICATOR	INDICATOR DEFINITION AND UNIT OF MEASURE	DATA SOURCE	METHOD/ APPROACH OF DATA COLLECTION OR CALCULATION	DATA COLLECTION		ANALYSIS, REPORTING & USE		
				WHEN	WHO	WHEN	WHY	WHO
Number of policies, regulations and/or administrative procedures in each of the following stages of development as a result of USDA assistance (Standard #12)	Definition: cashew-related policies of market standards, investment, resource management, or trade (in and between the three countries) - Stage 1: Analysis (review of existing or proposal of new policy/regulation/ administrative procedure. The review is important to identify gaps in the policy in order to incorporate these gaps in the updated version. - Stage 2: The second stage includes public debate and/or consultation with stakeholders on the proposed new or revised policy/regulation/ administrative procedure. Consultations done after gap analysis has done and new objectives to address the existing challenges outlined in a new policy document. - Stage 3: Policies were presented for legislation/decreed to improve the policy environment for smallholder-based agriculture. Policies normally stop at the cabinet, as regulations are approved by parliament. - Stage 4: official approval (legislation/decreed of new or revised policy/regulation/administrative procedure by relevant authority. - Stage 5: implementation of new or revised policy/regulation/ administrative procedure by relevant authority. Disaggregation: Stage, type of policy, and country Unit: policy	Project records and observations	Data will be collected in the baseline and then monitored by the Market Access team on a regular basis	Ongoing	Market Access Team collects data, verified by M&E Team	Monthly Biannually covering the periods: October 1-March 31 and April 1-September 30	In order to measure achievement of objectives, which are reported semi-annually	Program leadership, including HQ, COP, component manager & M&E Regional Manager

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				WHEN	WHO	WHEN	WHY	WHO
Number of stakeholders accessing cashew market data (Custom indicator #13)	Definition: Anyone accessing LIFFT Cashew media platforms. Targeted stakeholders can include, but is not limited to USDA staff, US embassy staff, investors, trade organizations, financial institutions, or project beneficiaries. Disaggregation: Type of stakeholder, market data type, and location of stakeholder Unit: organization or individual	Statistics on access of project media platforms by stakeholders.	The LIFFT-UP team will monitor all visits to media platforms such as website, LinkedIn, Twitter, and Facebook. SFL will conduct periodic surveys of key stakeholders to see what information they are accessing, how often, and how they are using it.	Ongoing; monthly	A9 And verified by M&E Team	Monthly Biannually covering the periods: October 1- March 31 and April 1- September 30	To measure effectiveness of data platform and adjust if needed	Program leadership, including HQ, COP, component manager & M&E Regional Manager