



CariSECURE - STRENGTHENING EVIDENCE BASED DECISION MAKING FOR CITIZEN SECURITY IN THE CARIBBEAN

Activity Monitoring and Evaluation Plan

Year 2: October 1, 2017 – September 30, 2018

Approved Date: 14 July 2016

Contract End Date: 13 October 2020

Cooperative Agreement Number: AID-538-IO-16-00001

Activity Start Date and End Date: 14 July 2016 to 13 October 2020

Total Award Amount: \$14,000,000.00

Implemented by: UNDP

CariSECURE - STRENGTHENING EVIDENCE BASED DECISION
MAKING FOR CITIZEN SECURITY IN THE CARIBBEAN

Activity Monitoring and Evaluation Plan

Year 2: October 1, 2017 – September 30, 2018

30 August 2017

ACRONYMS

AMEP	Activity Monitoring and Evaluation Plan
AOR	Agreement Officer Representative
AWP	Annual Work Plan
CARICOM	Caribbean Community
CCSIF	Citizen Security Indicator Framework
CDC	Centers for Disease Control and Prevention
CDCS	Country Development Cooperation Strategy
COP	Chief of Party
COR	Contract Officer Representative
DO	Development Objective
DQA	Data Quality Assessment
ESC	Eastern and Southern Caribbean
GBV	Gender-based Violence
GIS	Geographic Information System
ICT	Information Communication Technology
IR	Intermediate Result
M&E	Monitoring and Evaluation
MIS	Management Information System
NQAF	National Quality Assurance Framework
PIRS	Performance Indicator Reference Sheet
PMP	Performance Management Plan
RBM	Results-based Management
RF	Results Framework
RSS	Regional Security System
UNDESA	United Nations Department of Economic and Social Affairs
UNDG	United Nations Development Group
UNDP	United Nations Development Programme
USAID	United States Agency for International Development
UWI	University of the West Indies

TABLE OF CONTENTS

ACRONYMS	i
TABLE OF CONTENTS	ii
I. OVERVIEW OF THE CARISECURE PROJECT	1
PURPOSE	1
RESULTS FRAMEWORK.....	2
ACTIVITIES AND CONTEXT	3
PROJECT DESCRIPTION 3	
ACTIVITY LOCATION AND INSTITUTIONAL CONTEXT	4
ACTIVITY THEORY OF CHANGE.....	4
II. PROJECT MONITORING AND EVALUATION	5
PROJECT OUTPUTS, OUTCOME, AND IMPACT ASSESSMENT.....	6
QUANTIFYING PROJECT OUTPUTS AND OUTCOME.....	6
UNDERSTANDING PROJECT OUTPUTS AND OUTCOMES	10
ASSESSING PROJECT IMPACT	10
III. PROJECT PERFORMANCE INDICATORS	13
SUMMARY OF MAIN PERFORMANCE INDICATORS	13
CROSS-CUTTING ISSUES: GENDER.....	20
MANAGEMENT OF THE PERFORMANCE MONITORING SYSTEM	20
DATA COLLECTION METHODOLOGY	20
ROLES AND RESPONSIBILITIES	20
PERFORMANCE REPORTING SCHEDULE	22
EVALUATION PLAN	23
ANNEX A: ACTIVITY PERFORMANCE INDICATOR REFERENCE SHEETS	24
ANNEX B: DATA COLLECTION TOOLS	46
ANNEX C: CARISECURE INDICATOR AND REPORTING MATRIX (UNDER SEPARATE COVER)	50

I. OVERVIEW OF THE CARISECURE PROJECT

PURPOSE

The purpose of this Activity Monitoring and Evaluation Plan (AMEP) is to describe how UNDP will monitor and evaluate the CariSECURE Project over the Year 2 period. CariSECURE seeks to deliver on one component of the USAID's Youth Empowerment Services (YES) Project, and has three main outputs, as follows:

1. Standardized and disaggregated crime data reporting within and among national authorities to foster reliance on valid, reliable, and comparable data on citizen security;
2. Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making;
3. Piloting of national citizen security and crime victimization surveys to facilitate gathering of survey data indicators, and the development of targeted policy-making inputs to reduce the likelihood of youth involvement in crime and violence.

Each output has related indicators and sub-indicators with corresponding activities to help achieve the outputs. These are set out in the Performance Indicator Reference Sheet (PIRS). This AMEP therefore sets out the Monitoring and Evaluation (M&E) processes that will guide CariSECURE throughout the Project lifecycle.

The AMEP reflects and integrates the Project's Theory of Change and relies on its logical sequence. Given the lack of an evidence-based culture circumscribing policy-making throughout the Eastern and Southern Caribbean, and the aim to improve the institutional capacity for evidence-based decision-making on youth crime and violence policy and programming in 10 of these countries, *an automated, disaggregated, and standardized way of reporting and sharing administrative and survey crime data by and across these national authorities will incentivize an ongoing reliance on this data, towards fostering the culture of evidence-informed approach to citizen security policy-making generally, and youth crime and violence prevention more specifically.*

This is likely to sustain youth security, engagement and resilience, and help achieve SDG 16 which promotes peaceful and inclusive societies for sustainable development, provides access to justice for all and builds effective, accountable and inclusive institutions at all levels. The AMEP relies on clear and agreed activity objectives; designs the most relevant Indicators and Means of Verification/Evaluation throughout; establishes clear measurement standards; defines key relationships, roles and responsibilities; develops quality control mechanisms and achievable data collection processes; establishes periodic reporting schedules; and identifies and manages risks. The AMEP is a dynamic and flexible document that will be updated throughout the Project's lifecycle. New targets may be incorporated based on Project performance, results and changes in the priorities, where necessary.

Monitoring of the CariSECURE's progress will be led by the Regional Monitoring and Evaluation Analyst, with support of the Project team, and will work in close collaboration with National Implementation Units and UNDP Country Offices in Barbados and the OECS, Guyana, Suriname and Trinidad and Tobago. This will ensure that the effective monitoring and evaluation of the Project is achieved. He/she will revise data quality on a quarterly basis following the parameters of validity, reliability, timeliness, precision and integrity. The Regional Monitoring and Evaluation Analyst will also coordinate and manage the effective implementation of UNDP's M&E policy. Additionally, he/she will ensure that minimum M&E requirements for the Project are met and the quality and compliance of the Project with UNDP and USAID's rules and procedures for efficient and effective project management.

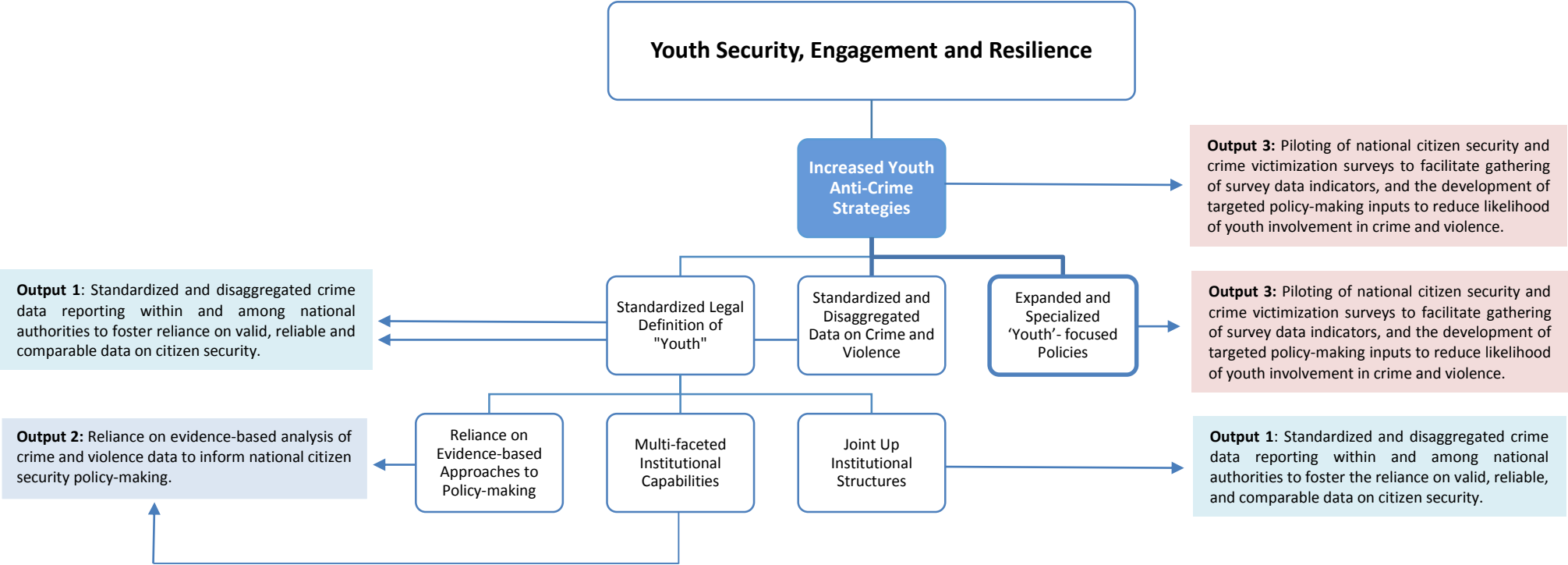
RESULTS FRAMEWORK

CariSECURE is a key components of the USAID's Youth Empowerment Services (YES) Project with the specific goal of reducing youth involvement in crime and violence in target communities. The purpose of the YES Project is to increase the institutional and technical capacity of regional bodies, selected national government systems and community stakeholders to reduce risk factors that drive youth crime, violence and victimization. The YES Project has the following three expected results:

1. Strengthened Evidence-based Decision-making in Youth Crime and Violence Prevention Policy and Programming (CariSECURE);
2. Communities, families, and youth strengthened to withstand, mitigate and recover from crime and violence; and
3. Rehabilitation and reintegration of youth in conflict with the law in society.

Figure I below shows an illustrative extract of the CariSECURE Results Framework arising from its Theory of Change.

Figure I. CariSECURE Result Framework (Illustrative Extract)



Note: This diagram is used for illustrative purposes only, and does not depict causal relationships.

The CariSECURE Project has three outputs, five output Indicators, and seven sub-indicators. This framework integrates the logical sequence of the Project's Theory of Change, and is summarized as follows:

Table 1. Logical Sequence of CariSECURE Outputs, Indicators, and Sub-Indicators

No. I	UNDP Outcome: Increase in the institutional and technical capacity of national governments for crime and violence prevention and protection of vulnerable groups	
	Summary of Outputs, Indicators, and Sub-Indicators	
Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security		
1.1	Number of consultations and assessments in order to identify data and capacity gaps and obtain feedback on proposed targets.	
1.2	Number of Citizen Security Indicators and Protocols finalized in consultation with national and regional authorities.	
1.3	Number of countries agreeing to and adopting standardized and disaggregated crime data indicators and index, for citizen security policy and planning.	
1.3.1	Stakeholder identification and mapping of national data capacity gaps.	
1.3.2	Consultancy to develop a Caribbean-owned multi-access national/regional database, to facilitate real-time data sharing.	
Output 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making		
2.1	Number of crime data reporting systems rolled out, reflecting harmonized Indicators and standards agreed in keeping with the Citizen Security Protocols.	
2.1.1	Number of national crime data reports generated, with capability to capture the Citizen Security Indicators.	
2.1.2	Number of training sessions completed to bolster technical capacity around data management and evidence-based approaches.	
Output 3: Piloting of national citizen security and crime victimization surveys to facilitate gathering of survey data indicators, and the development of targeted policy-making to reduce likelihood of youth involvement in crime and violence.		
3.1	Number of surveys launched targeting Citizen Security Indicators reliant on survey data.	
3.1.1	Piloting of a survey on Gender-based Violence by UN Women.	
3.1.2	Number of household interviews completed as part of National Victimization Surveys.	
3.1.3	Assessment of national policies/strategies targeting Youth Crime and Violence.	

The Means of Verification/Evaluation and other details are further set out on in **Annex A**, which also details the corresponding activities that will help deliver on these anticipated Outputs.

As CariSECURE is being implemented across 10 countries with varying extents of data readiness and capacities, there is a need to separate Output Indicators and Sub-Indicators, and to eventually have country-specific indicators as the Project matures. Having separate Sub-Indicators supporting a main Output Indicator obviates a common and often spurious assumption that one set of (sub-)indicators is relevant to and achievable across the different countries' institutions and within the same timeframes. By separating these eventually, it will allow for adaptable and more targeted monitoring and evaluation. This is because the Project is separated between pilot countries (Guyana, Saint Lucia, and Saint Kitts and Nevis) on the one hand, and non-pilot countries (Antigua and Barbuda, Barbados, Commonwealth of Dominica, Grenada, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago) on the other.

It is anticipated that this further disaggregation into country-specific indicators will initially become possible during the present period, but be fully achievable by end of Year 3.

ACTIVITIES AND CONTEXT

PROJECT DESCRIPTION

Project Title: CariSECURE - Strengthening Evidence Based Decision Making for Citizen Security in the Caribbean

Counterparts: Governments of 10 Eastern and Southern Caribbean countries (Antigua and Barbuda, Barbados, Dominica, Grenada, Guyana, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago).

Implementing partner: United Nations Development Programme (UNDP)

Cooperative Agreement Number: AID-538-IO-16-00001

Project budget financed by USAID: \$14,000,000.00

Project budget total: \$14,000,000.00

Period of Performance: 14 July 2016 to 13 October 2020

The Project – *Strengthening Evidence Based Decision Making for Citizen Security in the Caribbean*, hereafter referred to as CariSECURE, aims to foster a reliance on valid, reliable and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.

The Project will contribute to the USAID Eastern and Southern Caribbean Regional Development Cooperative Strategy (RDSCS) Development Objective I's goal of a safer, more prosperous Caribbean community through the Project's goal to reduce youth involvement in crime and violence in target communities in the Eastern and Southern Caribbean. As outlined above, the YES Project has the following three expected results:

1. **Strengthened** Evidence-based Decision-making in Youth Crime and Violence Prevention Policy and Programming (CariSECURE);
2. Communities, families, and youth **strengthened** to withstand, mitigate, and recover from crime and violence; and
3. Rehabilitation and reintegration of youth in conflict with the law in society.

More specifically, CariSECURE is expected to contribute to the first of these, *Strengthened Evidence-Based Decision-Making in Youth Crime and Violence Prevention Policy and Programming*.

In addition, CariSECURE is in direct pursuit of Sustainable Development Goal (SDG) 16, as part of the 2030 Global Development Agenda. This is to:

Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels.

As a consequence, the Project has three outputs:

Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security;

Output 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making; and

Output 3: Piloting of national citizen security and crime victimization surveys to facilitate gathering of survey data indicators and the development of targeted policy-making to reduce the likelihood of youth involvement in crime and violence.

ACTIVITY LOCATION AND INSTITUTIONAL CONTEXT

CariSECURE will be implemented in 10 Eastern and Southern Caribbean countries, with specific emphasis on the three pilot countries of Guyana, Saint Kitts and Nevis and Saint Lucia. The Project will see partnerships with institutions within national criminal justice systems, those responsible for national data and statistics, as well as other cross-sectoral stakeholders involved with youth development and social transformation. These will constitute the direct beneficiaries of the Project, along with regional institutions such as the Regional Security System (RSS), the Caribbean Community (CARICOM) and the University of the West Indies (UWI). The Project aims to impact youth between the ages of 10-29¹, who it is anticipated will benefit from increased capacities for evidence-based youth crime and violence policy-making.

CariSECURE will collaborate closely with specialized national and regional stakeholders. These include entities responsible for child/juvenile justice reform, gender affairs, community development, health and education. All partners will have representation on the Project Review Board.

ACTIVITY THEORY OF CHANGE

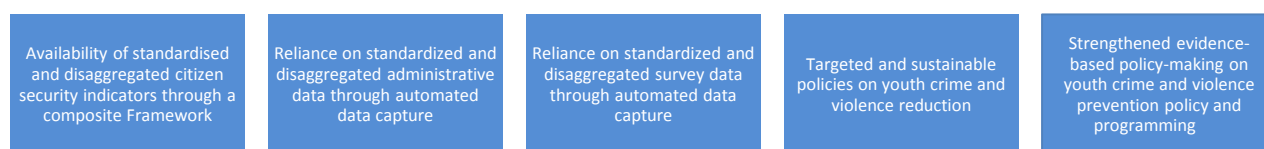
CariSECURE's intervention logic is based on the Centers for Disease Control and Prevention (CDC) Public Health Approach to violence prevention, comprised of the four essential steps:

1. Identifying the Problem;
2. Identifying Risk and Protective factors;
3. Developing and Testing Prevention Strategies; and
4. Ensuring Widespread Adoption of these Strategies.

Given the lack of an evidence-based culture circumscribing policy-making throughout the Eastern and Southern Caribbean, and the aim to improve the institutional capacity for evidence-based decision making on youth crime and violence policy and programming in 10 of these countries, *an automated, disaggregated and standardized way of reporting and sharing administrative and survey crime data by and across these national authorities will incentivize an ongoing reliance on this data, towards fostering the culture of evidence-informed approach to citizen security policy-making generally, and youth crime and violence prevention more specifically.*

This is likely to sustain youth security, engagement and resilience, and help achieve SDG 16 - Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels. Figure 2 below captures the logical sequence of anticipated results.

Figure 2. Logical Sequence of Anticipated Project Results



¹ For the purpose of this project, UNDP will use the definition of youth developed by the Commonwealth (14-29 years old), according to *The Commonwealth Plan of Action for Youth Empowerment 2007-2015*

Against this logical sequence, it is anticipated that the availability of standardized and disaggregated administrative and survey data will incentivize the sustained reliance on data and foster a culture of evidence-based policy-making as set out above. In order for this to be realized, critical assumptions are being made.

II. PROJECT MONITORING AND EVALUATION

The AMEP recognizes the difference between *monitoring* and *evaluation*. As set out by the UNDP Evaluation Policy (DP/2016/23), “...*monitoring is a continuous management function that provides managers and key stakeholders with regular feedback on the consistency or discrepancy between planned and actual activities and program performance, and on the internal and external factors affecting results...*” This is considered separate from evaluation which is deemed as “...*an independent judgment, based on criteria and benchmarks agreed among key partners and stakeholders...*”

This implies that sound monitoring is the basis for effective evaluations. The Evaluation Policy further cites that evaluations should focus on expected and achieved accomplishments, critically examining the presumed causal chains, processes, and attainment of results, as well as the contextual factors that may enhance or impede the achievement of results. They focus on determining the relevance, impact, effectiveness, efficiency and sustainability of UNDP work in order to make adjustments and improve contributions to development.

Within the Cooperative Agreement between the UNDP and the USAID-ESC, Project monitoring will largely be the responsibility of the former, while evaluation will be undertaken by independent consultants contracted by the USAID-ESC. This will entail both Mid-Term and final Impact Evaluations.

The Regional M&E Analyst and the CariSECURE Team Leader will have direct M&E oversight for the Project. The Regional M&E Analyst, working under the direct supervision of the Team Leader, will be de facto Evaluation Manager and oversee both periodic monitoring as well as the planned evaluations. He will also work closely with National Officers in the pilot countries to collect data, review progress and situation reports of the national implementation units, and collate evidence on Project performance and progress. Data collected by the M&E Analyst will be fed into regular analytical reports and provided to the Team Leader and through him to the Project Review Board. Decisions related to Project performance will be made by the Team Leader in consultation with the Project Team and the Project Review Board.

PROJECT OUTPUTS, OUTCOME AND IMPACT ASSESSMENT

The Project's intervention will be sequenced over three Project outputs and will be qualitatively and quantitatively monitored and evaluated to facilitate non-spurious attribution. As stated above, the Project's three outputs are as follows:

- **Output 1:** Standardized and disaggregated crime data reporting within and among national authorities to foster reliance on valid, reliable, and comparable data on citizen security;
- **Output 2:** Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making; and
- **Output 3:** Piloting of national citizen security and crime victimization surveys to facilitate gathering of survey data indicators, and the development of targeted policy-making to reduce the likelihood of youth involvement in crime and violence.

These outputs are anticipated to facilitate the following key deliverables, among other value added:

- **Key Deliverable 1:** A Caribbean Citizen Security Toolkit to embody mechanisms for national authorities to capture administrative and survey data at different levels.
- **Key Deliverable 2:** An automated crime information management system to constitute an automated mechanism by which there is real-time standardized and disaggregated reporting and sharing of administrative data.
- **Key Deliverable 3:** Piloted victimization and Gender-based Violence (GBV) surveys to supplement administrative data with survey data, and to foster the development of targeted policy-making to reduce the likelihood of youth involvement in crime and violence.

By the end of the Project, the outcome envisaged is increased institutional and technical capacities of national authorities for an automated, disaggregated and standardized way of reporting and sharing administrative and survey crime data across national authorities. It is further anticipated that this will have the long-term impact of fostering a culture of evidence-informed approach to citizen security policy-making, in order to bolster crime and violence prevention and protection of youth on a sustained basis.

QUANTIFYING PROJECT OUTPUTS AND OUTCOME

Monitoring of the Project Results Chain relies on a mixed methods approach. Quantitative methods are relied on to capture baseline data through the CariSECURE Project Baseline Survey administered across all countries, and also measurement by way of national data and statistical capacities through the Generic National Quality Assurance Framework (NQAF). These will be supplemented by elite interviews to capture qualitative insights. These are discussed as follows:

The CariSECURE Project Baseline Surveys

The Project undertook baseline assessments in two phases over the period November 2016 – August 2017. From November 2016 to January 2017, the Project undertook Inception Workshops across the three pilot countries of Guyana, Saint Kitts and Nevis, and Saint Lucia, to officially launch Project activities. During these Workshops, the survey instrument was administered with the following aims:

- To establish participants' awareness of existing national crime and violence data collection sources;
- To assess participants' attitudes about monitoring crime and violence and determining participants;

- To assess participants' levels of perception on how data is used for policy-making generally, on the one hand, and how crime and violence data is used to shape anti-crime and violence policy on the other.

Data gathered from this survey indicated that 27.4 percent of participants across the three pilot countries were satisfied with the quality of crime and violence data in their respective countries. The other 72.6 percent were dissatisfied.

The second phase was undertaken over the period July-August 2017, culminating in the Regional Workshop held August 15-17, 2017. The Baseline Survey was administered to representatives from the non-pilot countries. At the time of writing the findings from these were still being analyzed.

Nevertheless, the low levels of satisfaction with national data quality, at least across the pilot countries, implies that the anticipated project outcome – i.e. to foster increase in the institutional and technical capacity of national governments for crime and violence prevention and protection of vulnerable groups – will likely result in an increase in satisfaction rates across all countries. The method of assessing this will be by way of the NQAF.

The Generic National Quality Assurance Framework (NQAF)

The NQAF was facilitated by the United Nations Statistics Division within the United Nations Department of Economic and Social Affairs (UNDESA). It helps assess specific improvements in national authorities' data and statistical capacities, and will be structured as part of a longitudinal assessment with repeated interventions as part of the Project. The flexibility of the NQAF has allowed for the incorporation of the Project's core outputs into the component titled *Evidence-based Systems and Approaches*. In this way, the results will be tracked annually throughout the life of the Project, from June 2017 onward. Repeated frequency of administration will constitute the primary way of tracking results over time in order to attribute Project outputs, and anticipate outcome and impact. In subsequent years, these questions within the Framework will be adapted, but remain consistent with the specific thematic sections to ensure reliability and validity based on the specific maturity stage of the Project.

The questions guiding this assessment are tied to the following criteria and sub-criteria:

Table 2. The Generic National Quality Assurance Framework (NQAF)

Sub-criteria	Criteria-based Questions
Evidence-based Systems and Approaches (CariSECURE)	
Data Disaggregation (Output 1)	1. Is disaggregated crime data captured (The Caribbean Composite Citizen Security Indicator Framework (CCSIF) by age, sex, type of crime or location)?
Data Management Information Systems (Output 2)	2. Is there an automated crime information system that captures crime data?
Administrative Data (Output 2)	3. Are crime data shared with the public on a frequent basis (e.g. weekly or monthly)?

Survey Data Output (Output 3)	4. Are crime data collected from surveys?
Data-driven Policy-making (Output 3)	5. Are crime data used to develop policies to address crime and violence challenges?
Statistical Systems (Inter-institutional Level)	
Coordinating National Statistical Systems	6. Does a body exist that is best suited to constitute the focal point for data on youth crime and violence based on most of the three characteristics below? a. This body can set the methodological guidelines and administer the Citizen Security Protocols for the production and sharing of official statistics on youth crime and violence. b. This body can best foster the harmonization of statistical information and the avoidance of duplication at the national level, based on its regulatory oversight and/or budgetary allocation. c. Some aspect of the institutional structure and related work processes of this body takes focus on youth inside and/or outside the formal criminal justice system.
Managing Relationships with Data Users and Data Providers	7. To what extent are formal or informal capabilities in place to foster regular data exchanges among key national authorities and concerned stakeholders?
Managing Statistical Standards	8. Is there a person, unit or body inside or outside the focal point (see question 1) that can lead and support the data standards established under the Citizen Security Protocols?
Regulatory and Enabling Environments (Policy Level)	
Data Independence	9. Do formal policies or well-established customs exist ensuring that data/statistical releases are clearly distinguished from political or policy statements and are issued separately from them?
Transparency	10. Do formal policies or well-established customs exist making users aware that procedures to eliminate the risk of identification of individual respondents have been implemented?
Statistical Confidentiality and Security	11. Do formal policies or well-established customs exist at whatever level, ensuring that data production and sharing do not lead to breaches of confidentiality and security based on international principles and best practices?
Quality Commitment	12. Do formal policies or well-established customs exist at whatever level for conducting periodic quality reviews (such as audits and self-assessments) of key data outputs to assess the adherence to relevant standards?
Processes and Workflows (Intra-institutional Level)	

Methodological Soundness	13. Are the overall methodological frameworks (concepts, definitions, classifications, basis of recording) underpinning statistical processes consistent with international standards, guidelines and good practices, and consistently applied?
Soundness of Implementation	14. Are appropriate implementation resources in place, including resource and material plans, training, supervisory structures, attainable schedules and checks, to guide statistical processes?
Adequacy of Resources	15. To what extent are existing human, financial and technological resources (hardware, software, etc.) sufficient to support the statistical production process along the lines of the Citizens Security Indicators? a. The human resources are sufficient to implement the statistical work program. b. The financial resources are sufficient to implement the statistical work program. c. The technological resources are sufficient to implement the statistical work program.
Outputs and Outcomes (Risk Management)	
Accuracy and Reliability	16. Do formal policies or well-established customs exist to prevent, monitor and evaluate errors throughout the statistical process?
Timeliness and Punctuality	17. Does a published Release Calendar exist which announces in advance the dates and times of statistical outputs, and is regularly monitored and evaluated for punctuality?
Accessibility and Clarity	18. Is information communication technology (ICT) mainly used to produce data and statistics, supported by traditional hard copy and other services when appropriate, to ensure that users have appropriate access to the statistics they need?
Coherence and Comparability	19. To what extent can statistical data be produced and shared in keeping with the Citizen Security Indicators and accompanying Protocols to foster comparability?
Managing Metadata	20. To what extent is there a well-defined and documented metadata management system accompanied by a systematic way of archiving this metadata and ensuring accessibility for reuse in the future?

The NQAF will be independently administered annually and across a representative sample in the national authorities (including but not limited to the police, courts, statistics bureaus, child protection agencies, crime observatories and hospitals) across all countries. Assessment is done by way of an adaptation of the NQAF Score Card with each criteria and sub-criteria weighted. This is an Excel-based template allowing for analysis to be undertaken by way of the weighted quantitative scoring. It allows for different aspects of the national authorities' capacities to be analyzed individually as set out. As it sits at the core of Project output, the component *Evidence-based Systems and Approaches* will help Project Management directly track results over time and reliably bridge the attribution gap between CariSECURE's intervention, those of other partners and the Project counterfactual. This approach will ensure validity and reliability in the context of this longitudinal assessment.

The NQAF does not assume any ranking of the different components, despite measuring at different 'levels', but sets out the broad parameters within which Project outcomes and impact can be tracked

over time. This implies that those components at the policy level are not necessarily ranked higher than those at the intra-institutional level as the assessment cannot and should not assume any direction of causality (that the former will determine the latter) as the nature of formal and informal networks differ in each country context.

The initial administration of the NQAF took place as part of the Comparative Institutional Assessment under Indicator I.I of the Project across the pilot countries. It will also be administered across non-pilot countries by the start of Year 2 (October 2017) also captured under Indicator I.I. The findings from this initial administration across both country cohorts will help establish Project baselines in addition to the Baseline Surveys mentioned above. Repeated annual administration of this Framework will supplement the qualitative data anticipated from Elite Interviews.

UNDERSTANDING PROJECT OUTPUTS AND OUTCOME

Qualitative methods help us to understand the meanings embedded within quantitative changes. It is for this reason elite interviews with national stakeholders will be undertaken progressively throughout the Project.

User Satisfaction Elite Interviews

There will be Elite Interviews with key national partners and stakeholders. Interviews with the Police Commissioners, Deputy Police Commissioners and Permanent Secretaries/Heads of Agencies in the countries that CariSECURE will implement its activities will establish and constitute direct qualitative data points. These interviews are intended to assess these beneficiaries' levels of satisfaction and what the quantitative changes mean for these national stakeholders.

These interviews will be tailored around the *Evidence-based Systems and Approaches (CariSECURE)* component of the NQAF primarily. This is because, as mentioned above, this component is directly attributable to the CariSECURE Project, and so, in the context of longitudinal assessments, the Project will be able to monitor its anticipated outcomes over time, consistent with a results-based management (RBM) approach.

This sequencing of Project monitoring will significantly benefit independent evaluations for Project impact.

ASSESSING PROJECT IMPACT

The Project anticipates that over the long-term, there will be increased reliance on evidence-based approaches to policy-making on youth crime and violence prevention. The aspect directly attributable to the CariSECURE Project will arise from the extent to which national institutional and technical capacities are enhanced to undertake crime and violence prevention and protection of vulnerable groups, through the reliance on administrative and survey data. The Project has consequently established targets for assessing changes in national institutional and technical capacities as follows:

Table 3. Annual Targets by NQAF Criteria

The following are the anticipated annual targets by end of reporting year (October – September):

Criteria	End of Year 1 (October 2017)	End of Year 2 (October 2018)	End of Year 3 (October 2019)	End of Year 4 (October 2020)
----------	---------------------------------	---------------------------------	---------------------------------	---------------------------------

Evidence-based Systems and Approaches (CariSECURE)ⁱⁱ	Establishment of baselines ⁱⁱⁱ	Increase positive responses by at least 10 percent	Increase positive responses by at least 10 percent	Increase Evidence-based Systems and Approaches to at least 60 percent
Statistical Systems (Inter-institutional Level)	Establishment of baselines	Increase positive responses by at least 5 – 10 percent	Increase positive responses by at least 5 – 10 percent	Increase positive responses by at least 5 – 10 percent
Regulatory and Enabling Environments (Policy Level)	Establishment of baselines	Increase positive responses by at least 2 – 5 percent	Increase positive responses by at least 2 – 5 percent	Increase positive responses by at least 2 – 5 percent
Processes and Workflows (Intra-institutional Level)	Establishment of baselines	Increase positive responses by at least 5 – 10 percent	Increase positive responses by at least 5 – 10 percent	Increase positive responses by at least 5 – 10 percent
Outputs and Outcomes (Risk Management)	Establishment of baselines	Increase positive responses by at least 5 – 8 percent	Increase positive responses by at least 5 – 8 percent	Increase positive responses by at least 5 – 8 percent

These targets are only achievable against the probabilities of the relevant risks. The major assumptions are as follows:

- The stated criteria have potential for their specific targets to increase by the anticipated amounts.
- A maximum change in the percentages results in (significant) changes in the organizations' institutional capacities by the same amount.
- Impact can be attributed directly to CariSECURE intervention.

The standard Project risks and mitigation strategies are anticipated. These are set out as follows^{iv}:

Table 4. Assumptions, Risks and Mitigation

Risks	Qualitative Likelihood Ranking	Qualitative Impact Ranking	Mitigation and Contingency
Retrenchment/Cut in Project Funding	High	High	Ongoing engagement by the UNDP with bilateral and multilateral partners
Partial or non-endorsement by countries	Low	High	Ongoing engagement by USAID and UNDP. Also, rescheduling and sequencing

Limited availability or feasibility for planned Project activities	Low	Medium	Delegation to and ongoing support to national partners and stakeholders
Weak offers and expertise by Project consultants (to undertake this Outcome and Impact Assessment and others)	Medium	High	Reliance on UNDP technical and networking engagements at the Country Office and regional levels
Lack of reliable and valid baseline information in countries	Medium	Medium	Triangulation and estimation through secondary research

III. PROJECT PERFORMANCE INDICATORS

SUMMARY OF MAIN PERFORMANCE INDICATORS

Table 5 below consolidates the three outputs, five indicators, and seven sub-indicators sequenced into the Project. It further consolidates the key parameters for M&E over the life of the Project. The Table therefore sets out the indicative M&E parameters for Year 1.

Table 5. Performance Indicators Table

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
I. Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.	Indicator 1.1: Number of consultations and assessments in order to identify data and capacity gaps, and obtain feedback on proposed targets.	Evaluation/Measurement will be by way of the number and quality of consultations and assessments, drawing on results from the National Institutional and Legal Assessments, and CariSECURE Inception Workshop feedback instruments.	0	Consultants' and CariSECURE Inception Workshop Schedules and Reports.	Quantitative and Qualitative: Inception Workshop Baseline Survey Instruments, and Consultancy Reports.	Quarterly/ Annual	To guide the development of standardized crime data indicators around the Caribbean Citizen Security Toolkit.
I. Standardized and disaggregated crime data	Indicator 1.2: Number of Citizen Security Indicators, and	Evaluation/Measurement will be by way of the number of tools developed and placed within the Caribbean	0	National Cabinet Submissions and Decisions.	Quantitative and Qualitative: CariSECURE Data Collection Protocol.	Quarterly/ Annual	To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security.	Protocols finalized in consultation with national and regional authorities.	Citizen Security Toolkit (The CCSIF, Data Form, Coding Structure and the Information Sharing MoU).	0	National Cabinet Submissions and Decisions.			Caribbean Citizen Security Toolkit.
I. Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.	Indicator 1.3: Number of countries agreeing to and adopting standardized and disaggregated crime data indicators and index, for citizen security policy and planning.	Evaluation/Measurement will be by way of how national and regional authorities will take steps to adopt the Caribbean Citizen Security Toolkit.	0	National Cabinet Submissions and Decisions.	Process and Formative: Monitoring Reports, CariSECURE staff feedback and field visits.	Monthly/ Quarterly	To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
I. Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.	Sub-Indicator 1.3.1: Stakeholder identification and mapping of national data capacity gaps.	Evaluation/Measurement will be by way of how national and regional authorities experienced knowledge exchange from study tours and other knowledge exchange missions.	0	Study Tour stakeholder feedback and reports.	Qualitative: Study tour Reports, and feedback.	Quarterly	To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.
I. Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on	Sub-Indicator 1.3.2: Consultancy to develop a Caribbean-owned multi-access national/regional database, to facilitate real-time data sharing.	Evaluation/Measurement will be by way of how the Feasibility Reports propose how the crime information management system will be implemented nationally.	0	Hardware and Software implementation maps and reports.	Process and Qualitative: Feasibility Reports, and stakeholder feedback.	Monthly/ Quarterly	To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
citizen security.							
2. Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making.	Indicator 2.1: Number of crime data reporting systems rolled out, reflecting harmonized Indicators and standards agreed in keeping with the Citizen Security Protocols.	Evaluation/Measurement will be by way of how the proposed crime information management system is implemented nationally.	0	Hardware and Software implementation maps and reports.	Process, Quantitative and Qualitative: Implementation Reports, and stakeholder feedback.	Quarterly/ Annually	To help countries sustain their reliance on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.
2. Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making.	Sub-Indicator 2.1.1: Number of national crime data reports generated, with capability to capture the Citizen Security Indicators.	Evaluation/Measurement will be by way of how the proposed crime information management system is implemented nationally.	0	Hardware and Software implementation maps and reports.	Process, Quantitative and Qualitative: Implementation Reports, and stakeholder feedback.	Quarterly/ Annually	To help countries rely on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.
2. Reliance on evidence-based analysis of crime and	Sub-Indicator 2.1.2: Number of training sessions	Evaluation/Measurement will be by way of how national and regional authorities experienced knowledge exchange	0	Training manuals and national reports.	Qualitative: Training Reports, and stakeholder feedback.	Quarterly/ Annually	To help countries rely on evidence-based analysis of crime and violence data to

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
violence data to inform national citizen security policy-making.	completed to bolster technical capacity around data management and evidence-based approaches.	from training in evidence-based approaches					inform their national citizen security policy-making.
3. Piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking to reduce likelihood of youth involvement in crime and violence.	Indicator 3.1: Number of Surveys launched targeting Citizen Security Indicators reliant on survey data.	Evaluation/Measurement will be by way of the number and quality of surveys undertaken.	0	Survey data sets and consultancy reports.	Quantitative and Qualitative: Survey results	Quarterly/ Annual	To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels.
3. Piloting of National Citizen Security and Crime	Sub-Indicator 3.1.1: Piloting of a Survey on	Evaluation/Measurement will be by way of the number and quality of	0	Survey data sets and consultancy reports.	Quantitative and Qualitative: Survey results	Quarterly/ Annual	To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policy-making to reduce likelihood of youth involvement in crime and violence.	Gender-based Violence by UN Women.	Gender-based Violence surveys undertaken.					violence, based on valid, reliable, and comparable evidence at all levels.
3. Piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policy-making to reduce	Sub-Indicator 3.1.2: Number of household interviews completed as part of National Victimization Surveys.	Evaluation/Measurement will be by way of the number and quality of National Victimization Surveys undertaken.	0	Survey data sets and consultancy reports.	Quantitative and Qualitative: Survey results	Quarterly/ Annual	To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels.

Output	Performance Indicators	Definition and Unit of measure	Target Baseline	Data Source	Method or Tool	Frequency of Collection/ Reporting	Target Justification
likelihood of youth involvement in crime and violence.							
3. Piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policy-making to reduce likelihood of youth involvement in crime and violence.	Sub-Indicator 3.1.3: Assessment of national policies/strategies targeting Youth Crime and Violence	Evaluation/Measurement will be by way of the number and quality of targeted policy measures are informed by administrative and survey data.		National Development Strategies; National Youth Strategies; National Crime Strategies; Medium Term Expenditure Frameworks; Annual National Citizen Security Youth Forums and other relevant strategies integrating cross-cutting themes and policy objectives.	Quantitative, Qualitative, and Summative: Monitoring and Evaluation Reports, CariSECURE staff feedback and field visits.		To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels.

CROSS-CUTTING ISSUES: GENDER

Given the inherent relationship between gender and youth crime and violence in the Caribbean, CariSECURE will recognize that targeted policy-making to reduce the likelihood of youth involvement in crime and violence under Output 3, will rely on disaggregated data, to be developed as part of Outputs 1 and 2. As a consequence, gender and identity-sensitive considerations are interwoven into the Project, and specifically, incorporated in the development of the Caribbean Citizen Security Toolkit.

This approach complements international best-practice. Indicators that can be disaggregated by gender and other priority criteria include homicide rate per every 100,000 inhabitants, suicide rate per 100,000, burglary/break-in rates per every 100,000 inhabitants, rape per every 100,000 inhabitants, robbery rates per every 100,000 inhabitants, sexual crimes against children per every 100,000 inhabitants, sexual crimes against adults per every 100,000 inhabitants, homicides by domestic violence as rate per 100,000, conviction rates for murder, conviction rate for rape, reporting rates of violent crimes, rates of family/domestic violence as a percentage of households, victimization rate as a percentage of persons 18 years and older, subjective security (e.g. feeling safe at home at night), and reporting rate for violent crimes.

Analytical reports and publications will process and report data taking into account gender implications and other priority criteria. CariSECURE will ensure that all policy and program recommendations supported by the Project will be gender-sensitive and based on disaggregated evidence.

MANAGEMENT OF THE PERFORMANCE MONITORING SYSTEM

DATA COLLECTION METHODOLOGY

Data required for monitoring project performance will be collected primarily by the Regional M&E Analyst with support from the Project team and in close collaboration with the national and regional stakeholders. The collection methodology will rely on mixed methods, including survey analysis, document reviews and field missions.

Project monitoring progress is captured in UNDP Project Management Module – ATLAS, and the various reporting dashboards required by the USAID. The Project M&E Plan will be based on the baselines, indicators and targets spelled out in the PIRS and will follow the procedures established in the UNDP Programme and Operation Policies and Procedures (POPP).

The AMEP is an integral part of UNDP's *Result Based Management approach*, which calls for specific focus on the achievement of results and not individual activities. It will aim at establishing synergies with the monitoring system of USAID or *strategic monitoring* of outcome level indicators and *operational monitoring* of key milestones through performance indicators.

ROLES AND RESPONSIBILITIES

Implementing the M&E Plan

The Project will have a dedicated Regional M&E Analyst who will work under the direct supervision of the Team Leader and will be responsible for the development and implementation of the Project monitoring and evaluation strategy and plan, ensuring quality of performance indicators and their timely collection. The Regional M&E Analyst will receive advisory support from the M&E Advisors at the UNDP Regional Hub in Panama.

At the start of the Project, the Regional M&E Analyst will have the primary responsibility for implementing the M&E Plan. He/she will also be responsible for building the capacity of all project staff, on general M&E approaches, practices and tools.

The Regional M&E Analyst will liaise closely with the Data Management and Reporting Specialist, Regional Communications Analyst, UNDP Project Assurance personnel, National Officers and Implementation Units to collect relevant data required for adequate monitoring and reporting to the Project Team Leader, Deputy Team Leader and the Project Review Committee.

Information Management

With reference to ADS 203.3.3.1 g CariSECURE will support the Mission's efforts to maintain a performance monitoring information system that holds performance indicators including data collected by this AMEP. The Project M&E Analyst will regularly collect and provide training-related information to TraiNet.

Reporting

The Regional M&E Analyst is in charge of producing the M&E reports on time and in a technically valid, high-quality and policy-relevant manner, with the purpose of providing firm grounds for management decisions. He/she is responsible for developing the M&E protocols and procedures to ensure that data is gathered in a valid, reliable, and comparable. He/she must make judgments with respect to whether or not data meets quality standards.

M&E Oversight

The Project Team Leader will have responsibility for overseeing M&E, assuring that the work of the Regional M&E Specialist meets overall project needs and responds to Mission requests for information. The Deputy Team Leader will provide monitoring support to the Team Leader.

The following table reflects the M&E responsibilities within CariSECURE:

Table 6. M&E Responsibilities

Individual / team	Tasks
Project Board composed of the representatives of USAID; Director of UNDP Regional Hub and Head of UNDP Regional Governance and Peacebuilding Cluster in Panama; UN Resident Representative in Barbados and the OECS; the Project Team Leader; CARICOM Secretariat, Regional Security Systems (RSS) and OECS Commission; Representatives of the Governments of the USAID pilot countries; select external experts.	Responsible for key management decision related to project objectives, work plans and budget based on evidence-based monitoring Review of quarterly and annual reports
Project Review Committee comprised of policy advisers from the UNDP Regional Hub along with national and regional experts on youth, citizen security and other technical experts as required.	Responsible for technical advisory services and recommendations for decision-making. Review of quarterly and annual reports

Project Team Leader	Review and comment on quarterly, annual and final reports for submission to USAID and Project Board
Deputy Team Leader	Monitor the project outputs Responsible for formulation of quarterly, annual and final progress reports, substantive and budgetary revisions Assists in the formulation of annual work plans
Data Management and Reporting Specialist	Responsible for the development and implementation, quality and timely collection of core indicators, statistical analysis, production of in-depth national statistical studies, ensuring quality and timely collection of statistical data, procedures and indicators at national and regional levels.
Regional Monitoring and Evaluation Analyst	Responsible for the development and implementation of the Project monitoring and evaluation strategy and plan, ensuring quality of performance indicators and their timely collection. Supports the Project Team to guarantee the existence of synergies for monitoring and ensuring linkages between the monitoring function and decision-making Ensures the compliance with USAID and UNDP Monitoring and Evaluation policies and guidelines Ensures quality performance indicators and their timely collection Updating Monitoring and Evaluation Plan Prepares Quarterly and Annual Monitoring Plans and Reports
Regional Procurement Analyst	Responsible for the procurement of goods of services, management of sub-grants, preparation of financial reports and funds requests. Elaboration of financial reports

PERFORMANCE REPORTING SCHEDULE

In line with USAID's reporting requirements, CariSECURE will produce performance summaries. These summaries will be submitted on March 31, June 30, September 30 and December 31, in conjunction with the quarterly performance reports. CariSECURE will also report on the training carried out by the Project in USAID's TraiNet and provide specific non-scheduled M&E reports upon request from USAID.

At the end of each fiscal year, the Project will submit an annual performance report including a compilation of the year's actual achievement versus targeted for each indicator as well as an explanatory narrative. These reports will assist the performance of the Project and appraise the Annual Work Plan (AWP) for the following year. All reports will be presented in draft to the COR before final submission. Please see **Annex C. CariSECURE Indicator and Reporting Matrix** for more details.

EVALUATION PLAN

A Mid-Term Evaluation will be carried out by USAID with the collaboration of UNDP in drafting the Terms of Reference and in ensuring that the evaluation meets quality standards under the United Nations Development Group (UNDG) and UNDP.

The Final External Evaluation will be conducted upon completion of the Project activities by an external consultant hired by USAID. The evaluation report will feed the consultations on the potential extension/continuation of the Project.

In order to comply with UNDP procedures, CariSECURE will elaborate a list of tentative evaluation questions to be included in the Final External Evaluation by USAID. The questions will address the following criteria:

1. **Relevance** – the extent to which the activity is suited to local and national development priorities and organizational policies, including changes over time.
2. **Effectiveness** – the extent to which an objective has been achieved or how likely it is to be achieved.
3. **Efficiency** – the extent to which results have been delivered with the least costly resources possible.
4. **Sustainability** – the likely ability of an intervention to continue to deliver benefits for an extended period of time after completion.

The following Annex will set out the Activity Performance Indicator Reference Sheets (PIRS) for ALL Outputs, Indicators, and Sub-Indicators.

ANNEX A: ACTIVITY PERFORMANCE INDICATOR REFERENCE SHEETS (PIRS)

Performance Indicator Reference Sheet
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.
Name of Activity Output I: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.
Name of Activity Sub-Intermediate Result: The development of standardized crime data indicators around the Caribbean Citizen Security Toolkit.
Name of Indicator I.1. Number of consultations and in order to identify data and capacity gaps, and obtain feedback on proposed targets.
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) <u>2016-2020</u>
DESCRIPTION
USAID Definition (if applicable):
Precise Definition(s): The total number of national consultations and institutional assessments undertaken around national crime data gathering, and legal frameworks, to determine readiness for standardized and disaggregated crime data gathering and reporting standards.
Unit of Measure: The number and quality of national consultations and institutional assessments across 10 countries.
Method of calculation: Quantitative and Qualitative (Content) Analysis.
Disaggregated by: Country
Justification & Management Utility: This indicator will help to assess progress towards the development of standardized crime data indicators around the Caribbean Citizen Security Toolkit.
PLAN FOR DATA ACQUISITION
Data Collection Method: Data collection will rely on reports from the National Institutional and Legal Assessments, and CariSECURE Inception Workshop survey instruments.
Data Source(s): Consultants' Reports; CariSECURE Inception Workshop Schedules and Survey results.
Method of transfer to USAID: Quarterly reporting to USAID
Frequency & Timing of Data Acquisition: Quarterly
Estimated Cost of Data Acquisition: No additional cost required
Individual Responsible at IP (title): Regional Monitoring and Evaluation Analyst.
Individual Responsible for providing data to USAID: Project Team Leader
Location of data storage: UNDP Atlas System.
DATA QUALITY ISSUES
Date of Initial Data Quality Assessment: 2017
Known Data Limitations and Significance (if any): None
Actions Taken or Planned to Address Data Limitations: Triangulated data collection is being fostered through the reliance on two Consultancy Reports, as well as CariSECURE Baseline Survey instruments.
Date of Future Data Quality Assessments: 2017
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and M&E Analyst.
Presentation of Data: Quarterly
Review of Data: Quarterly
Reporting of Data: Quarterly
OTHER NOTES

Notes on Baselines/Targets: Total baseline – 0 consultations and assessments; Total target: 7 consultations and 2 Assessments.				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	3		
2017	0	9	0	7 National Consultations and 2 Consultancy Assessments
2018	0	9		7 National Consultations and 2 Consultancy Assessments
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20 /08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.				
Name of Activity Sub-Intermediate Result: Countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
Name of Indicator 1.2: Number of Citizen Security Indicators, and Protocols finalized in consultation with national and regional authorities.				
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐				
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) <u>2016-2020</u>				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Sum and quality of indicators and proxy indicators finalized, to foster the reliance on valid, reliable, and comparable data on citizen security.				
Unit of Measure: Number of indicators.				
Method of calculation: Quantitative				
Disaggregated by: Type of Indicator				
Justification & Management Utility: To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will rely on reports from the National Institutional Assessment, CariSECURE Data Management and Reporting Specialist; and CariSECURE M&E Analyst.				
Data Source(s): CariSECURE Data Collection Protocol.				
Method of transfer to USAID: Periodic reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly /Annual				
Estimated Cost of Data Acquisition: No additional cost required.				
Individual Responsible at IP (title): Data Management and Reporting Specialist; and Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE; UNDP				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: Planned for 2016				
Known Data Limitations and Significance (if any): Countries might not have the data to produce the indicators; national authorities might not have human capacity to generate the data over the period.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will rely on the Institutional and Legal Assessments to determine the roadmap to addressing these limitations.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Analysis by CariSECURE Data Management and Reporting Specialist, Regional M&E Analyst; and Team Leader.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly/Annually				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 Indicators; Total Target – 15 Indicators				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	15	15	Revision to this was made during Year I. Instead of 15 indicators, a

				Caribbean Composite Citizen Security Indicator Framework (CCSIF) was launched, as part of the Caribbean Citizen Security Toolkit.
2018	0	0		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20 /08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.				
Name of Activity Sub-Intermediate Result: Countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
Name of Indicator 1.3: Number of countries agreeing to and adopting standardized and disaggregated crime data indicators and index, for citizen security policy and planning.				
Indicator Type: Activity Custom _____ F _____ Mission PMP _____				
Is this a PPR indicator? No _____ Yes _____, for Reporting Year (s) _____ 2016-2020 _____				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Process and formative monitoring of how national and regional authorities will take steps to adopt the data standards within the agreed period of time.				
Unit of Measure: Number of countries.				
Method of calculation: Content Analysis and/or Score Cards				
Disaggregated by: Country				
Justification & Management Utility: To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will be from the outputs from National Statistics Bureaus and other entities with responsibility for crime and violence data.				
Data Source(s): National Statistics Bureaus; Police statistics; Courts; Prisons; National Observatories;				
Method of transfer to USAID: Quarterly reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly/Annual				
Estimated Cost of Data Acquisition: No extra cost required.				
Individual Responsible at IP (title): Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: National authorities.				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2016				
Known Data Limitations and Significance (if any): As an indicator relying on process monitoring, much will depend on the pace at which national authorities adopt a common reporting standard. There might be political, resource, and capacity constraints at the national levels.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will address these through ongoing engagement with the national partners.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and Regional M&E Analyst.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 countries; Total Target – 10 countries				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		

2017	0	3	3	Endorsement by all pilot countries obtained.
2018	0	7		Endorsement by Non-pilot countries remains on track.
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security.				
Name of Activity Sub-Intermediate Result: Countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
Name of Sub-Indicator 1.3.1: Stakeholder identification and mapping of national data capacity gaps.				
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐				
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) <u>2016-2020</u>				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Qualitative monitoring of how national and regional authorities experience knowledge exchange from study tours and other knowledge exchange missions.				
Unit of Measure: Number of countries.				
Method of calculation: Study Tour stakeholder feedback and reports.				
Disaggregated by: Country				
Justification & Management Utility: To provide the basis for countries agreeing to and adopting standardized and disaggregated crime data indicators around the Caribbean Citizen Security Toolkit.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will be from the outputs from National Statistics Bureaus and other entities with responsibility for crime and violence data.				
Data Source(s): National Statistics Bureaus; Police statistics; Courts; Prisons; National Observatories;				
Method of transfer to USAID: Quarterly reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly/Annual				
Estimated Cost of Data Acquisition: No extra cost required.				
Individual Responsible at IP (title): Data Management and Reporting Specialist; and Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE.				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2016				
Known Data Limitations and Significance (if any): This is a qualitative indicator that depends on the frequency of study tours and knowledge exchange missions. It is therefore event-specific and dependent.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will triangulate through consulting with other modes of consultations, reports, and the Baseline Survey results.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and Regional M&E Analyst.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0; Total Target – 3				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	1	1	Study Tour to Belize

2017	0	2		Study Tour to Belize (again) and Montreal.
2018	0	0		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making.				
Name of Activity Sub-Intermediate Result: Countries relying on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
Name of Indicator 2.1: Number of national reports/policies mainstreaming youth crime and violence strategies based on agreed data indicators and index.				
Indicator Type: Activity Custom _____ F _____ Mission PMP _____				
Is this a PPR indicator? No _____ Yes _____, for Reporting Year (s) _____ 2016-2020 _____				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Process, Quantitative and Qualitative Largely qualitative assessment of how the proposed crime information management system is implemented nationally.				
Unit of Measure: Number of countries				
Method of calculation: Process, Quantitative and Qualitative				
Disaggregated by: Country				
Justification & Management Utility: This indicator assesses progress to help countries sustain their reliance on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will be from the consultancy reports as well as hardware and software implementation maps and reports.				
Data Source(s): Consultancy reports and national records.				
Method of transfer to USAID: Quarterly reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly /Annual				
Estimated Cost of Data Acquisition: None				
Individual Responsible at IP (title): Regional Monitoring and Evaluation Specialist				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: Police, Ministries of National Security; Statistical Offices, and CariSECURE.				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): This indicator relies on key implementation reports. Not much limitations are anticipated.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will rely on UNDP core resources to address these limitations.				
Date of Future Data Quality Assessments: 2019				
Procedures for Future Data Quality Assessments: CariSECURE will rely on UNDP core resources to address these limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and M&E Analyst.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0; Total Target – 10				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	0		
2018	0	10		

2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making.				
Name of Activity Sub-Intermediate Result: Countries relying on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
Name of Sub-Indicator 2.1.1: Number of national crime data reports generated, with capability to capture the Citizen Security Indicators.				
Indicator Type: Activity Custom _____ F _____ Mission PMP _____				
Is this a PPR indicator? No _____ Yes _____, for Reporting Year (s) _____ 2016-2020 _____				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Process, Quantitative and Qualitative assessment of how the proposed crime information management system is implemented nationally.				
Unit of Measure: Number of countries				
Method of calculation: Process, Quantitative and Qualitative				
Disaggregated by: Country				
Justification & Management Utility: To help countries rely on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will be from the consultancy reports as well as hardware and software implementation maps and reports.				
Data Source(s): Consultancy reports and national records.				
Method of transfer to USAID: Quarterly reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly /Annual				
Estimated Cost of Data Acquisition: None				
Individual Responsible at IP (title): Regional Monitoring and Evaluation Specialist				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: Police, Ministries of National Security; Statistical Offices, and CariSECURE.				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): This indicator relies on key implementation reports. Not much limitations are anticipated.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will rely on UNDP core resources to address these limitations.				
Date of Future Data Quality Assessments: 2019				
Procedures for Future Data Quality Assessments: CariSECURE will rely on UNDP core resources to address these limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and M&E Analyst.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0; Total Target – 10				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	0		
2018	0	10		

2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policy-making.				
Name of Activity Sub-Intermediate Result: Countries relying on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
Name of Sub-Indicator 2.1.2: Number of training sessions completed to bolster technical capacity around data management and evidence-based approaches.				
Indicator Type: Activity Custom _____ F _____ Mission PMP _____				
Is this a PPR indicator? No _____ Yes _____, for Reporting Year (s) _____ 2016-2020 _____				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): Qualitative assessment of how national and regional authorities experienced knowledge exchange from training in evidence-based approaches.				
Unit of Measure: Number of countries				
Method of calculation: Process, Quantitative and Qualitative				
Disaggregated by: Country				
Justification & Management Utility: To help countries rely on evidence-based analysis of crime and violence data to inform their national citizen security policy-making.				
PLAN FOR DATA ACQUISITION				
Data Collection Method: Data collection will be from the relevant training Reports, and stakeholder feedback.				
Data Source(s): Consultancy reports and national records.				
Method of transfer to USAID: Quarterly reporting to USAID				
Frequency & Timing of Data Acquisition: Quarterly /Annual				
Estimated Cost of Data Acquisition: None				
Individual Responsible at IP (title): Regional Monitoring and Evaluation Specialist				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: Police, Ministries of National Security; Statistical Offices, and CariSECURE.				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): This indicator relies on training manuals and stakeholder reports. Not much limitations are anticipated beyond those that usually arise at the national level.				
Actions Taken or Planned to Address Data Limitations: CariSECURE will rely on UNDP core resources to address these limitations.				
Date of Future Data Quality Assessments: 2019				
Procedures for Future Data Quality Assessments: CariSECURE will rely on UNDP core resources to address these limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Regular review of M&E and progress reports by the Team Leader, Deputy Team Leader and M&E Analyst.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0; Total Target – 10				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	0		
2018	0	10		
2019	0	0		

2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 3: piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking to reduce likelihood of youth involvement in crime and violence.				
Name of Activity Sub-Intermediate Result: The initiation of surveys targeting those Citizen Security Indicators reliant on survey data.				
Name of Indicator 3.1: Number of Surveys launched targeting Citizen Security Indicators reliant on survey data.				
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐				
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) <u>2016-2020</u>				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): The number of surveys undertaken to help national authorities capture baseline data around specific Citizen Security Indicators that will not be captured from administrative data, to help them develop targeted policies on youth crime prevention.				
Unit of Measure: Number of countries.				
Method of calculation: Quantitative and qualitative assessment of the survey instruments and national policies/strategies				
Disaggregated by: Survey sample				
Justification & Management Utility: To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels.				
PLAN FOR DATA ACQUISITION				
Data Collection Method Survey interviews				
Data Source(s): National Victimization Surveys and Gender-based Violence Surveys				
Method of transfer to USAID: Periodic reporting to USAID				
Frequency & Timing of Data Acquisition: End of Survey				
Estimated Cost of Data Acquisition: As per Budget				
Individual Responsible at IP (title): Team Leader; Data Management and Reporting Specialist; and Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE; UNDP				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): None at this time.				
Actions Taken or Planned to Address Data Limitations: None at this time.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Analysis by CariSECURE Data Management and Reporting Specialist, Regional M&E Analyst; and Team Leader.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly/Annually				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 Indicators; Total Target – 2				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	1 GBV Survey	There was the handover of Tablets	

			and Power banks for the piloting of Gender-Based Violence Prevalence Survey in Guyana	
2018	0	I GBV Survey and I National Victimization Survey		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 3: piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking to reduce likelihood of youth involvement in crime and violence.				
Name of Activity Sub-Intermediate Result: The initiation of surveys targeting those Citizen Security Indicators reliant on survey data.				
Name of Sub-Indicator 3.1.1: piloting of a Survey on Gender-based Violence by UN Women.				
A sub-indicator of Indicator 3.1- Number of Surveys launched targeting Citizen Security Indicators reliant on survey data.				
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐				
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) 2016-2020				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): The number of surveys undertaken to help national authorities capture baseline data around specific Citizen Security Indicators that will not be captured from administrative data, to help them develop targeted policies on youth crime prevention.				
Unit of Measure: Number of countries.				
Method of calculation: Quantitative and qualitative assessment of the survey instruments and national policies/strategies				
Disaggregated by: Survey sample				
Justification & Management Utility: To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels.				
PLAN FOR DATA ACQUISITION				
Data Collection Method Survey interviews				
Data Source(s): Gender-based Violence Survey				
Method of transfer to USAID: Periodic reporting to USAID				
Frequency & Timing of Data Acquisition: End of Survey				
Estimated Cost of Data Acquisition: As per Budget				
Individual Responsible at IP (title): Team Leader; Data Management and Reporting Specialist; and Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE; UNDP				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): None at this time.				
Actions Taken or Planned to Address Data Limitations: None at this time.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Analysis by CariSECURE Data Management and Reporting Specialist, Regional M&E Analyst; and Team Leader.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly/Annually				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 Indicators; Total Target – 1				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		

2017	0	I GBV Survey	There was the handover of Tablets and Power banks for the piloting of Gender-Based Violence Prevalence Survey in Guyana	
2018	0	I GBV Survey		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 3: piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking to reduce likelihood of youth involvement in crime and violence.				
Name of Activity Sub-Intermediate Result: The initiation of surveys targeting those Citizen Security Indicators reliant on survey data.				
Name of Sub-Indicator 3.1.2: Number of household interviews completed as part of National Victimization Surveys.				
Indicator Type: Activity Custom ☐ F ☐ Mission PMP ☐				
Is this a PPR indicator? No ☐ Yes ☐ , for Reporting Year (s) <u>2016-2020</u>				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): The number of household surveys undertaken to help national authorities capture baseline data around specific Citizen Security Indicators that will not be captured from administrative data, to help them develop targeted policies on youth crime prevention.				
Unit of Measure: Number of countries.				
Method of calculation: Quantitative and qualitative assessment of the survey instruments and national policies/strategies				
Disaggregated by: Survey sample				
Justification & Management Utility: To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels. This will provide the basis for countries capturing baseline data around specific Citizen Security Indicators that will not be captured from administrative data, to help them develop targeted policies on youth crime prevention.				
PLAN FOR DATA ACQUISITION				
Data Collection Method Survey interviews				
Data Source(s): Gender-based Violence Survey				
Method of transfer to USAID: Periodic reporting to USAID				
Frequency & Timing of Data Acquisition: End of Survey				
Estimated Cost of Data Acquisition: As per Budget				
Individual Responsible at IP (title): Team Leader; Data Management and Reporting Specialist; and Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE; UNDP				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): None at this time.				
Actions Taken or Planned to Address Data Limitations: None at this time.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Analysis by CariSECURE Data Management and Reporting Specialist, Regional M&E Analyst; and Team Leader.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly/Annually				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 Indicators; Total Target – 1				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		

2017	0	1	Posting of RFP for Victimization Surveys	
2018	0	1 Victimization Survey		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

Performance Indicator Reference Sheet				
Name of Activity Development Objective (or Goal or Purpose): To foster a reliance on valid, reliable, and comparable data on citizen security by and across 10 Eastern and Southern Caribbean countries, in order to improve national policy-making on youth crime and violence in these countries.				
Name of Activity Output 3: piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking to reduce likelihood of youth involvement in crime and violence.				
Name of Activity Sub-Intermediate Result: The initiation of surveys targeting those Citizen Security Indicators reliant on survey data.				
Name of Sub-Indicator 3.1.3: Assessment of national policies/strategies targeting Youth Crime and Violence.				
Indicator Type: Activity Custom _____ F _____ Mission PMP _____				
Is this a PPR indicator? No _____ Yes _____, for Reporting Year (s) _____ 2016-2020 _____				
DESCRIPTION				
USAID Definition (if applicable):				
Precise Definition(s): This seeks to verify the development of targeted policy-making Inputs to reduce likelihood of youth involvement in crime and violence, to help them develop targeted policies on youth crime prevention.				
Unit of Measure: Number of assessments.				
Method of calculation: Quantitative and qualitative assessment of the national assessments.				
Disaggregated by: Survey sample				
Justification & Management Utility: To help countries explicitly design targeted and sustainable strategies addressing youth involvement in crime and violence, based on valid, reliable, and comparable evidence at all levels. This will provide the baseline for assessing how countries have been engaging in preventative policies and to help them develop evidence-based policies on youth crime prevention.				
PLAN FOR DATA ACQUISITION				
Data Collection Method Survey interviews, observation and document reviews.				
Data Source(s): Gender-based Violence Survey				
Method of transfer to USAID: Periodic reporting to USAID				
Frequency & Timing of Data Acquisition: At the end of the assessment.				
Estimated Cost of Data Acquisition: As per Budget				
Individual Responsible at IP (title): Team Leader; Regional Monitoring and Evaluation Analyst				
Individual Responsible for providing data to USAID: Project Team Leader				
Location of data storage: CariSECURE; UNDP				
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment: 2018				
Known Data Limitations and Significance (if any): None at this time.				
Actions Taken or Planned to Address Data Limitations: None at this time.				
Date of Future Data Quality Assessments: 2017				
Procedures for Future Data Quality Assessments: Retool assessment procedures to address future limitations.				
PLAN FOR DATA ANALYSIS, REVIEW AND REPORTING				
Data Analysis: Analysis by CariSECURE Data Management and Reporting Specialist, Regional M&E Analyst; and Team Leader.				
Presentation of Data: Quarterly				
Review of Data: Quarterly				
Reporting of Data: Quarterly/Annually				
OTHER NOTES				
Notes on Baselines/Targets: Total Baseline – 0 Indicators; Total Target – 1				
Other Notes:				
PERFORMANCE INDICATOR VALUES				
Year	Baseline	Target	Actual	Notes
2016	0	0		
2017	0	I Consultancy to assess Crime Prevention policies, programs initiatives and activities.	Design of the RFP began in the Third Quarter	
2018	0	I Consultancy to assess Crime		

		Prevention policies, programs initiatives and activities.		
2019	0	0		
2020	0	0		
THIS SHEET LAST UPDATED ON: 20/08/2017				

ANNEX B: DATA COLLECTION TOOLS



CariSECURE - Strengthening Evidenced Based Decision Making for Citizen Security in the Caribbean Project Baseline Survey

We invite you to take a few minutes to complete this survey which is geared at helping us to capture baseline data as part of the Strengthening Evidenced Based Decision Making for Citizen Security in the Caribbean – CariSECURE Project. Thank you for your participation.

General Information

What is Your Age Range?

☐ Under 20 ☐ 20-29 ☐ 30-39 ☐ 40-49 ☐ 50-59 ☐ 60 and over

How Do You Identify?

☐ Male ☐ Female ☐ Other, _____

What Country and Sector Do You Represent?

Country _____ ☐ National Government/Public Sector ☐ Private Sector ☐ Student

☐ International Organization ☐ Civil Society/Community Organization ☐ NGO ☐ Not
Affiliated/Observer

National Crime Data Collection

1. In your Country, which of the following agencies are responsible for the collection of crime and violence data? *Tick all that apply.*

☐ Ministry of Security ☐ Police ☐ Law Courts/Other Judicial Bodies ☐ Rehabilitation/Correctional Services
☐ Defense Force/Coast Guard ☐ Hospital/Clinic ☐ Public Shelter/Children's Home ☐ Civil Society/NGO
☐ Statistics Bureau ☐ Crime Data Observatory ☐ University/Training ☐ Other, _____

2. In your Country, which of the following agencies are responsible for the reporting/dissemination of crime and violence bulletins or reports? *Tick all that apply.*

☐ Ministry of Security ☐ Police ☐ Law Courts/Other Judicial Bodies ☐ Rehabilitation/Correctional Services
☐ Defense Force/Coast Guard ☐ Hospital/Clinic ☐ Public Shelter/Children's Home ☐ Civil Society/NGO
☐ Statistics Bureau ☐ Crime Data Observatory ☐ University/Training ☐ Other, _____

3. In your country, are crime and violence data shared by the relevant authorities (ministry, police, courts, rehabilitation services, etc.) with the public?

☐ Yes ☐ No ☐ Don't know

4. Apart from daily news reports, how often are crime and violence bulletins or reports disseminated by the relevant authorities (ministry, police, courts, rehabilitation services, etc.) in your country?

☐ None ☐ Daily ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Yearly ☐ Don't Know

5. Are crime and violence bulletins or reports disaggregated by gender?

☐ Yes ☐ No ☐ Don't know

Attitudes Towards the Monitoring of Crime and Violence Data

6. Do you think you have a right to directly access information on crime and violence from the relevant authorities (ministry, police, courts, rehabilitation services, etc.)? ☐ Yes ☐ No

If Yes, how often? ☐ Daily ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Yearly ☐ Don't Know

From which agency? *Tick all that apply.*

☐ Ministry of Security ☐ Police ☐ Law Courts/Other Judicial Bodies ☐ Rehabilitation/Correctional Services
☐ Defense Force/Coast Guard ☐ Hospital/Clinic ☐ Public Shelter/Children's Home ☐ Civil Society/NGO
☐ Statistics Bureau ☐ Crime Data Observatory ☐ University/Training ☐ Other, _____

7. In your opinion, how should reported crime and violence data be collected?

☐ Paper-based ☐ Electronically (computer software) ☐ Other _____

8. In your opinion, how should reported crime and violence data be stored?

☐ Paper-based ☐ Electronically (computer software) ☐ Other _____

9. How satisfied are you with the quality of reported crime and violence data collected by the responsible agencies?

☐ Very Satisfied ☐ Satisfied ☐ Neither Satisfied nor Dissatisfied ☐ Dissatisfied ☐ Very Dissatisfied

10. What can be done to improve the quality of reported crime and violence data in your country?

☐ More frequent sharing of data ☐ Increase accessibility of data ☐ Improve standardization of data
☐ Improve the disaggregation of data (e.g. sex, age, location) ☐ Training of persons to collect data
☐ Verify reported data ☐ Other _____

Use of Data for Public Policy

11. In your opinion, are authorities in your country relying on data to shape policies?

☐ Yes ☐ No ☐ Don't Know

12. In your country, what is/are the method(s) for sharing data among the relevant authorities to shape policy? *Tick all that apply.*

☐ No Method ☐ Verbal ☐ Press Release/Bulletin ☐ Memorandum of Understanding/Written Agreement
☐ Shared Database ☐ Other _____

13. In your country, under what circumstance is data usually shared among the relevant authorities to best shape policies?

- ☐ Just upon request ☐ Advocacy/Pressure Group Influence ☐ Academic Research ☐ Normal Procedure
☐ International Influence ☐ Don't know ☐ Other _____

14. In your country, how often are data shared among the relevant authorities to best shape policies?

- ☐ Daily ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Yearly ☐ Other _____

15. In your country, what is the relationship between data and policymaking? *Tick all that apply.*

- ☐ Data and consultations with stakeholders determine policymaking.
☐ Data alone is normally sufficient to determine policymaking.
☐ There is no relationship between data and policymaking.
☐ A policymaker's opinion and data that supports this opinion determine policymaking.
☐ A policymaker's opinion alone usually determines policymaking.

Use of Crime and Violence Data for Crime and Violence Prevention Policymaking

16. In your opinion, should responsible authorities in your country rely on crime and violence data to develop policies to address crime and violence challenges?

- ☐ Yes ☐ No ☐ Don't know

17. What should be the method(s) for sharing crime and violence data among the relevant authorities to shape policy? *Tick all that apply.*

- ☐ No Method ☐ Verbal ☐ Press Release/Bulletin ☐ Memorandum of Understanding/Written Agreement
☐ Shared Database ☐ Other _____

18. Under what circumstance should crime and violence data be shared among the relevant authorities to best shape policy?

- ☐ Just upon request ☐ Advocacy/Pressure Group Influence ☐ Academic Research ☐ Normal Procedure
☐ International Influence ☐ Don't know ☐ Other _____

19. How often should crime and violence data be shared among the relevant authorities to best shape policies?

- ☐ Daily ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Yearly ☐ Other _____

20. If I were a policymaker responsible for crime and violence prevention, I am more likely to

- ☐ Rely on both data and consultations with stakeholders to determine how I develop policies.
☐ Rely solely on data to determine how I develop policies.

- ☐ Develop policies regardless of data or my opinion.
- ☐ Rely on my own opinion and data that supports my opinion to guide me in developing policies.
- ☐ Rely solely on my own opinion to guide me in determining how I develop policies.

Please share any additional comments.

Thank You for Your Participation

ANNEX C: CARISECURE INDICATOR AND REPORTING MATRIX

91630 RESULTS AND RESOURCES FRAMEWORK

[illegible]

Intended Outcome as stated in the USAID RFA-538-16-000002: Reduce youth involvement in crime and violence in target communities			
Outcome Indicators:			
UNDP OUTCOME: Increase in the institutional and technical capacity of national governments for crime and violence prevention and protection of vulnerable groups			
INTENDED OUTPUTS	OUTPUT INDICATORS AND SUB-INDICATORS	MEANS OF VERIFICATION/EVALUATION	TARGETS
	Baseline: 0 Sub Indicator 2.1.2: Number of training sessions completed to bolster technical capacity around data management and evidence-based approaches. Baseline: 0		Data source/Frequency: National Agencies/RSS/CARICOM IMPACS/Semi-Annual/Annual Target by Calendar Year: 4Qtr 2017 Data source/Frequency: Training manuals/USAID TraiNet/National Reports.
Output 3: Piloting of National Citizen Security and Crime Victimization Surveys to Facilitate Gathering of Survey Data Indicators, and the Development of Targeted Policymaking Inputs to reduce likelihood of youth involvement in crime and violence.	Output Indicator 3.1: Number of Surveys launched targeting Citizen Security Indicators reliant on survey data. Sub-Indicator 3.1.1 Piloting of a Survey on Gender-based Violence by UN Women Sub-Indicator 3.1.2 Number of household interviews completed as part of National Victimization Surveys by Vanderbilt University.	Quantitative and Qualitative Assessment: Evaluate the number and quality of the Survey instruments and national policies/strategies.	Target: 3 (Guyana, St. Kitts and Nevis, St. Lucia) Target by Calendar Year: 2Qtr. 2017 3Qtr 2017 4Qtr 2017 Target: 3 (Guyana, St. Kitts and Nevis, St. Lucia). Target by Calendar Year: 4Qtr 2017

Intended Outcome as stated in the USAID RFA-538-16-000002: Reduce youth involvement in crime and violence in target communities

Outcome Indicators:

UNDP OUTCOME: Increase in the institutional and technical capacity of national governments for crime and violence prevention and protection of vulnerable groups

INTENDED OUTPUTS	OUTPUT INDICATORS AND SUB- INDICATORS	MEANS OF VERIFICATION/EVALUATION	TARGETS
	Sub-Indicator 3.1.3 Assessment of national policies/strategies targeting Youth Crime and Violence Baseline: 0		Target: 7 (Antigua and Barbuda, Barbados, Commonwealth of Dominica, Grenada, St. Vincent and the Grenadines, Suriname, and Trinidad and Tobago). Target by Calendar Year: 1Qtr 2018 – 2Qtr 2018 Target: 10 (All CariSECURE Countries). Target by Calendar Year: 3Qtr 2018 Data source: Survey Results/National Reports/UNDP Reports

ⁱ All percentages are based on anticipated baseline estimates. Except for the *Evidence-based Systems and Approaches* criteria, the percentage targets vary because the Project has different degrees of influence and control different Criteria. Similarly, the percentage targets for each Criteria are set out within a consistent range throughout the life of the Project to ensure reliability and standardization – with the assumption that the Project will undertake the same level of intervention yearly.

ⁱⁱ *Evidence-based Systems and Approaches* is more directly attributable to CariSECURE’s intervention than the other Criteria. Changes in these responses are more directly within Project control with this Criteria having a greater likelihood of changing arising from Project intervention, and should register higher impact levels as the Project matures. Consequently, the targeted percentages are inherently higher than the other Criteria, and increase as the Project matures.

^{iv} All risks are based on estimates which are likely to change as the Project matures. These assessment is updated monthly and reported quarterly.