Monitoring, Evaluation and Learning Guidance

2023 – 2024

April 2023

Biodiversity Challenge Funds:

Darwin Initiative

Illegal Wildlife Trade Challenge Fund

Darwin Plus

This guidance provides an introduction to monitoring, evaluation and learning (MEL) and the requirements for Biodiversity Challenge Funds (BCFs) projects. If after having reviewed this document you still have questions, please contact the mailbox relevant to the fund your project is supported by:

- *Darwin Initiative: BCF-Darwin@niras.com*
- *IWT Challenge Fund: BCF-IWTCF@niras.com*
- *Darwin Plus: BCF-DPLUS@niras.com*

Glossary

Activities	The actions carried out by the project to effect the desired change and lead to outputs, outcomes and impact in the results chain.
Assumptions	The situations, events, conditions or decisions which are necessary for the success of the project, but are largely outside of the project's control.
Biodiversity	"Biological diversity" is the variability among living organisms from all sources including terrestrial, marine and other aquatic ecosystems, and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems.
Biodiversity Challenge Funds (BCFs)	Biodiversity Challenge Funds. The collective name for Defra's Darwin Initiative, Illegal Wildlife Trade Challenge Fund and Darwin Plus.
Capability & Capacity	Capability refers to the types of ability (skills and knowledge) required for a task; Capacity refers to the amount of ability at a point in time to deliver a task.
Country	Normally refers (unless otherwise stated) to any country on the eligible country list, and not countries such as the UK.
Defra	The Biodiversity Challenge Funds is a programme of the Department for Environment, Food and Rural Affairs (Defra), UK Government.
Enabling conditions	The prerequisite conditions for the effective and efficient implementation of a project. At any given site, a series of enabling conditions influences the likelihood that the project's activities will result in the desired outcome.
Evidence	Ranges in format, quality and relevance and includes documented and undocumented experiences, data, studies, policies, best practices etc. but is particularly valued when it is quality assured, accessible and applicable.
Indicators	An indicator is the quantitative or qualitative measure to track change and the achievement of a project output or outcome.
Impact	The Impact is your project's long-term objective, and is often a contribution to a wider advance in the field, for example, in conservation and poverty reduction. Note that the Impact will not be achieved solely by the project and will often be achieved outside of the timeframe of the project.
Inputs	Inputs are what you put in to a project (e.g. time, money, resources) to gain your expected outputs (e.g. increased knowledge, skill, awareness) and achieve your outcome (e.g. behaviour change and improved livelihoods).
Lead Partner	The partner who will administer the grant and coordinate the delivery of the project, accepting the Terms and Conditions of the Grant on behalf of the project.
Logframe	Logical frameworks, commonly known as Logframes, are a monitoring tool to measure progress against the Results Chain (Activities -> Outputs -> Outcome -> Impact), comparing planned and actual results using indicators, baselines, and targets.
Matched Funding	Additional finance that is secured to help meet the total cost of the project, including public and private sources, as well as quantified in-kind contributions.

NIRAS	Biodiversity Challenge Funds Administrator, and first point of contact for projects and applicants.
Outcome	The Outcome is a project's main objective. It is the change you expect to achieve as a result of and within the timeframe of this project. There can only be one Outcome for a project. It should identify what will change, and who will benefit. There should be a clear link between the Outcome and the Impact.
Outputs	Outputs are the specific, tangible results from the completion of more than one activity. Their delivery is totally attributable to your project; they would not happen without your project. Outputs will provide the conditions necessary to achieve your intended Outcome. Most projects will have three or four Outputs in order to achieve the intended Outcome.
Partner(s)	Have a formal governance role in the project, and a formal relationship with the project that may involve staff costs and/or budget management responsibilities.
Poverty	Poverty is multi-dimensional and not solely about a lack of money; encompassing a range of issues to fulfil basic needs and better one's life with dignity. Poverty is a pronounced deprivation in a person's capability to live a life that they have reason to value. It can take many forms, including as a lack of income, land or other means of access to the basic material goods and services needed to survive with dignity. It can also be expressed as a deficiency in healthcare, security, education or necessary social relations.
Results Chain	A tool to show the linear process of what a project is doing and why, through describing or visualising the steps in which inputs and activities lead to the desired change (i.e. through outputs, outcomes and impact).
Scale	The ability to take a proven approach and evidence to deliver greater impact either through larger grants or through uptake by stakeholders or other mechanisms.
Stakeholder	A person, organisation or group of people who have an interest or concern in the project and its impact. They are consulted, engaged and/or participate in project activities. They can also be partners, but if not, they would not have a budget management, or a formal governance role, within the project.
Standard Indicator	A Standard Indicator is an indicator that can be used across multiple projects to allow us to aggregate our results across the Biodiversity Challenge Funds. The BCFs Standard Indicators are tightly linked to our fund-level Theories of Change and logframes and will allow us to track the achievements of the funds as a whole.
Theory of Change	A comprehensive tool to describe how a project will lead to a desired change by outlining the problem, the drivers, and the assumptions underlying the project activities and their expected outputs. Its explicit about the causal pathways, links between interventions, outputs, outcome, and impact. Includes an analysis of barriers and enablers as well as indicators of success. Often set out in a diagram and narrative form.

Content

Introduction to Monitoring, Evaluation and Learning

Effective monitoring, evaluation and learning (MEL) is critical for good project management and maximising performance by informing timely decision making, whilst enabling ongoing learning, and the ability to demonstrate results.

The guidance in this document sets out to help you monitor, evaluate, and share your learning.

Table 1: What is Monitoring, Evaluation and Learning?

Monitoring	The systematic and routine collection of data on project resources, activities and results. This includes the routine monitoring of progress towards the project outputs and outcome using its logframe and indicators.
Evaluation	The periodic assessment and analysis of project resources, activities and results that can assure or inform a project's design and decisions to help it achieve impact. This can take the form of Annual Reviews, Mid Term Reviews or Closed Project Evaluations.
Learning	The process through which evidence and information is reflected on and used to address evidence gaps and identify what works or doesn't to continuously improve the ability to achieve results by the project and others.

Design – what are your aims and objectives

Developing a pathway to impact

We want the projects that we fund to make a real difference on the ground within their lifetime, so it is important to measure the effect of projects, learn lessons on what works and what does not, and to share that learning to scale-up our impact.

Assessment of need and engagement

All projects should explain the need or the problem that they are trying to address, and engage with the relevant stakeholders on how they will deliver change.

When designing a project, it is **best practice to review the evidence on what has worked in the past and consider lessons learned** while factoring in the current context.

It is useful to consider and discuss with your partners and stakeholders (noting diversity within stakeholders, e.g. GESI characteristics) the following questions about your proposed project:

- What is the problem the project trying to address?
- Are different groups of people impacted differently?
- What change is expected?
- How will it achieve this? What activities need to be carried out?
- What resources, people, and equipment will you need?
- What potential problems or risks may affect your delivery?
- How can you mitigate and manage these problems or risks?
- How will the progress and ultimate success of the project be demonstrated and measured?

Theory of Change

A Theory of Change diagram is only required for Darwin Initiative Extra, Darwin Initiative Innovation, IWT Challenge Fund Extra and Darwin Plus Strategic but all applicants are expected to articulate how their projects will lead to change in the Pathway to Change question.

A Theory of Change (ToC) is a comprehensive tool to describe **how** change is expected to come about through a project.

A good ToC is flexible and able to capture the complicated and real-world nature of projects. This has made it a popular tool for those working in complex and changeable contexts.

The ToC is often laid out in a diagram showing the connections between activities, outputs, outcome and impact. But more than this, it makes clear that these connections rest on a set of assumptions. These assumptions will vary in how much evidence exists to support them, so should be revisited regularly. If new information or evidence appears to challenge an assumption, you should consider how this will affect your ToC and whether or not you should revise it.

We encourage project teams to reflect and review their ToC at project start-up and then regularly (at least annually) throughout the lifetime of the project. It can be helpful to do this when preparing your Annual or Half Year Reports.

This supports continuous learning and adaptation as the project progresses and can help to strengthen your approach, enhance performance and increase your ability to deliver the desired impact.

Why do we need a Theory of Change?

A ToC for a project takes our **assumptions** about what we want or expect to happen and tests those assumptions to see if they hold true.

A ToC can be used as a:

Strategy tool

- To assist teams to work together to achieve a shared understanding of a project
- To make projects more effective by understanding outcomes and their causes
- To identify any hidden assumptions and their importance (or lack of)

Monitoring and evaluation (M&E) tool

- To determine what needs measuring (and what does not) to support evaluation activities
- To encourage teams to think about evidence in a more focused way
- To act as the basis for claims about attribution
- To prompt critical reflection and re-thinking of approaches.

Communication tool

- To provide a quick visual or narrative summary of the project's aims
- To give confidence to external parties (e.g. expert assessors) that the project team understands the pathway to change, and has identified the assumptions that they are making
- To highlight and describe the process of change
- To improve partnership-working through development of a shared understanding.

Theory of Change and Logframes

While the ToC describes the process of change and our assumptions, they are best used alongside a logframe. **A logframe is a tool to monitor and evaluate performance** – they are used to track actual results against what was planned, by using indicators, baselines and targets.

The ToC plays an important role in the development of the logframe. Ideally the ToC should be created before your logframe, because it encompasses the wider context in which the project is based.

The ToC takes the intended project impact as the starting point, and then looks at what approaches are required to achieve it – i.e. it is a backwards mapping exercise. Logframes usually start with a designed project and then outline the key components.

The ToC is often less rigidly structured than a logframe, making it easier to demonstrate how the different components are linked within your project design. **Any ToC diagram should be accompanied by a narrative** that explains the context, what the logic is based on, and how success will be measured – i.e. your answer to the **Pathway to Change** question in your application form.

The key advantages of developing a ToC before the logframe is that it allows you to:

- identify **specific causal links** among outputs and outcomes, with evidence
- describe the causal pathways through which **interventions are expected to have effect**, and **identify indicators** to test their validity over time
- be explicit about **assumptions** about these causal pathways, which includes an analysis of **barriers** and **enablers** as well as **indicators of success**.

A good ToC will be:

Meaningful	representing action that's valued and worth doing; influencing the design, management and M&E.
Plausible	making good sense; is logical, comprehensive, clear and understandable
Feasible	it can actually be carried out; it's practical and focussed
Testable	causal pathways and assumptions can be verified. Evidence gaps are noted.

Theory of Change Requirements:

Where a ToC is a requirement for your application (this varies between schemes), it should be in PDF and fit on one page (A4), further supported by the ToC narrative in your Pathway to Change response.

You are welcome to use whichever format you would like for your ToC but there are some **key elements** we would expect your ToC to include:

- **inputs/activities**, **outputs**, **shorter-term outcomes**, **longer-term outcomes** and **impact**. The specific terminology may vary but we encourage you to align it with the terminology that you use in your logframe.
- Use **arrows** and **lines** to clearly mark how the elements of your project link to each other
- Outline key **risks** and **assumptions** as well as **enabling conditions**
- You may use **colour coding** and different **shaped boxes** to clearly identify project elements.

Your ToC should closely correspond with your application form and in particular the logframe – i.e. they should "talk" to each other – and be directly supported by the narrative included in your answer to the **Pathway to Change** question in the application form.

Further resources:

- Intro to Theory of Change: https://www.theoryofchange.org/what-is-theory-of-change/
- Creating your Theory of Change. NPC's practical guide. https://www.thinknpc.org/resource-hub/creating-your-theory-of-change-npcs-practical-guide/
- Conservation Standards – Case Study in Laos - https://conservationstandards.org/library-item/theory-of-change-study-of-successful-use-in-laos/

Results Chains

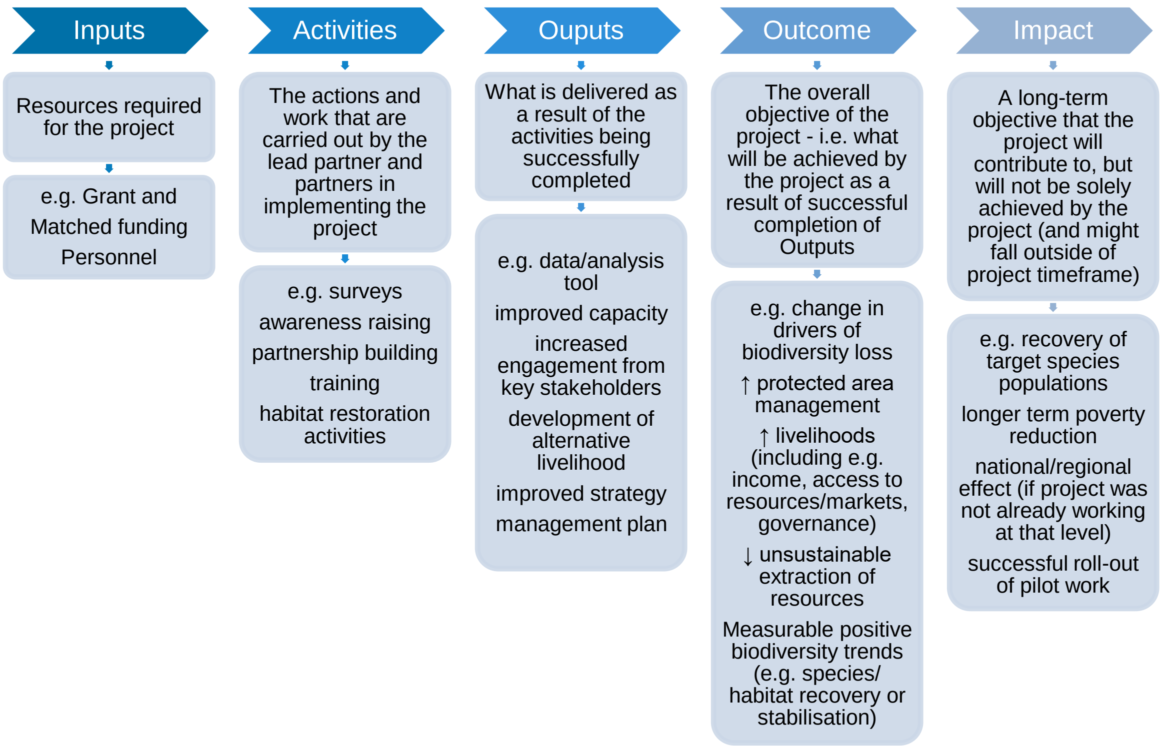
All applications require a Results Chain to be articulated in the 'Pathway to Change' section and in the logframe.

The **Results Chain** is the logical and linear relationship (a chain) between the project's processes (inputs and activities) and the results (Outputs, Outcome and Impact).

In other words, the Results Chain is the linear pathway your project will act through to achieve its chosen impacts. While a Theory of Change can be complex, with multiple pressures, enabling factors and links, the Results Chain is a simplified description of how a project intends to deliver change.

Once you have your Results Chain outlined, you need to consider how you will evaluate your project. This is discussed in more detail in Section "Evaluation and Learning", but is useful to consider at an early stage to make sure you have set yourself up to make it easy to measure and assess your impact. The Results Chain will be expressed in your project logframe, accompanied by the indicators you need to monitor.

Figure 1: An example of a Results Chain



Monitoring

All projects are required to effectively monitor their projects - including through regular reporting and logframes.

Effective monitoring is critical for good project management and maximising performance by informing timely decision making, whilst enabling ongoing learning and accountability for achieving results.

Better monitoring leads to improved outcomes for beneficiaries by ensuring that project teams make well informed management decisions based on good quality information about project performance.

What is monitoring and what does it cover?

Project monitoring is the routine collection, analysis and use of information about project progress and results being achieved. Effective project management requires monitoring of the different aspects of each individual project, including:

- **Results monitoring** (Outputs, Outcome and Impact) whether the project is on track against intended milestones and targets, and any unintended consequences (both positive and negative).
- **Activities monitoring** (processes) tracks the use of funding and resources into how activities are delivered and whether they occur according to a pre-defined work plan.
- **Compliance monitoring** ensures delivery is in accordance with local, national government laws, within donor requirements including safeguarding and ethical standards.
- **Situation/context monitoring** examines the project's operating environment, monitoring risks and assumptions, as well as political and institutional factors that may influence project progress.
- **Financial monitoring** tracks the use of input funds for activities and Outputs, with attention paid to value for money, accurate forecasting of costs and budget monitoring, clear and audited accounting procedures, and adequate safeguards to prevent fraud and corruption.
- **Organisational monitoring** covers the internal capability and capacity of institutions involved with the project and partners to utilise and manage the project funds, undertake activities and delivery expected results.

Monitoring should be systematic and embedded, based on a predefined plan that meets the needs of stakeholders to make well-informed management decisions.

Guidance on the logical framework ("logframe")

All projects are required to develop a logframe using the templates we provide. Projects should review their logframe annually. Changes to Output and Outcome statements, indicators, means of verification and assumptions in the logframe need to be agreed via Change Request.

Logframes are the essential for monitoring and reporting results from the project level to programme level of each of the Biodiversity Challenge Funds and beyond to national and international reporting. At the project level, logframes are a tool to:

- **Monitor programme performance**, identify where we are, quantify the results regularly to determine whether or not we are on track to deliver our intended outcomes and impact.

- Carry out **Annual Report Reviews** (see Reporting Information Note), which are based on an assessment of Annual Reports and reported progress against the logframe, to assess performance and make recommendations to strengthen performance.
- Carry out **Final Report Reviews** (see Reporting Information Note), similar to the Annual Report Reviews, which occur at project completion and are based on an assessment against the logframe to compare planned and achieved results.
- Support **Mid Term Reviews** and **evaluation**, as evaluators can use logframes to identify lessons learnt to inform future project design to strengthen the likelihood of success.

Impact, outcome, outputs, activities – what's the difference?

Your logframe will act as a project plan and be used to monitor performance. It will quantify the results regularly to determine whether or not you are on track to deliver your intended outcomes and impact.

It is based on the project's Results Chain: Impact, Outcome, Outputs, and Activities. An example logframe is included to show how these steps are used in practice (Annex 3: Example Logframe).

Impact

The Impact Statement is a shared vision of your project's **long-term objective**, as a contribution to a wider advance on, for example, conservation and poverty reduction. Note that the Impact:

- will **not be achieved solely** by the project
- will (often) be achieved **outside of the timeframe** of the project

There should be only **one Impact Statement.**

Outcome

The Outcome Statement is a project's objective; what overall **change do you expect** to achieve as a result of and **within the timeframe** of this project?

There can only be one Outcome for a project which should identify **what will change**, and **who will benefit**. There should be a clear link between the Outcome and the Impact.

Outputs

Outputs are the specific, **direct deliverables of the project**; they are tangible results from the completion of more than one activity. Their delivery is totally **attributable to your project**; they would not happen without your project.

Outputs will provide the conditions necessary to achieve your intended Outcome; **if the Outputs are achieved (and the assumptions hold true) then the logic is that the Outcome will also be achieved.** The logic of the results chain from Output to Outcome therefore needs to be clear.

Most projects will have **three or four Outputs** in order to achieve the intended Outcome. More than five Outputs for a project is likely to be excessively complex, so should be avoided.

Indicators

All projects are required to provide Outcome and Output indicators as part of their logframe. From March 2023 it is a requirement to select a minimum of five Core Indicators from the Standard Indicator Menus provided for each of our funds.

Indicators are the tools that are used to measure the changes and progress your project is making in the logframe. After developing your theory of change and results chain, you will have a better idea of what indicators you will need. For an example of how indicators can be used in logframes effectively see Annex 3: Example logframe.

Indicators can be **quantitative or qualitative**, and typically between 2 to 4 indicators for each Output or the Outcome to inform you if it will be or has been delivered. **We do not ask for indicators at the Activity or Impact level.**

From March 2023 you are required to use at least five BCFs 'Core Indicators' from our fund-specific Standard Indicator Guidance (Annex 1). You can find the guidance specific to your fund on the 'Apply' page of each fund website.

You should browse your fund's specific Standard Indicator menu and choose the indicators most relevant to your Outcome and Outputs. If alternative or additional indicators are needed, always consider using additional BCFs standard indicators, or existing international or national frameworks. Some examples are provided in Annex 1.

Since the Standard Indicators are very broad so that they can be used by many different types of project, **you need to tailor these indicators** to include the level of detail required for your project. Tailoring your indicators should allow you to measure the magnitude, the quality, as well as the specific character of the change that you expect.

All indicators must be **SMART indicators**, these are:

- **S**pecific
- **M**easurable
- **A**chievable
- **R**elevant, and
- **T**ime-bound

In other words, your indicators should be specific to your activities, relevant to the Output or Outcome you are trying to measure, and should include achievable targets and milestones. Do not develop indicators that are too difficult, time-consuming or costly to measure.

Key tips when developing indicators:

- Where possible **use our Standard Indicators** to help feed into wider reporting.
- Prioritise indicators that are best suited to measure the specific changes attributed to the inputs and activities of your project.
- Use your experience from other projects and **adapt indicators** accordingly.
- Keep your indicator as **straightforward** (pragmatic and clear) as possible.

- Do not try to measure multiple elements within an indicator or combine indicators to a single indicator. An indicator should only be **measuring one part of the intervention**.
- Make sure your indicators can be **measured objectively or independently verified**.
- Make sure you are clear on your **means of verification** of the indicators and recognise any known limitations (e.g. indicator might not be able capture the full picture).
- Make sure the indicators are **relevant measures of your progress** toward Outputs and Outcome.

Baselines

The overall purpose of establishing the baseline is to measure your chosen indicators before project intervention, so as to can establish (a benchmark) where you are starting from. This benchmark can be used to compare and evaluate progress.

Targets and milestones

Each indicator within your logframe must also have a target. These should be realistic based on your project's scope and evidence base for change, avoiding optimism bias.

These targets should be broken down into annual milestones so that project progress can be regularly (annually) assessed towards the target.

Milestones should be accumulative, each year adds to the previous year, and use absolute numbers rather than percentages/proportions when possible.

It is possible to revisit milestones and indicators to adjust them if it is justified and accepted via the Change Request process.

It is also important to consider the reporting timeframes of indicators if you are using data sources that are external to your project and differ from the standard timeframe.

Means of verification

The **means of verification** are the sources of evidence (databases, surveys, reports etc.) you will use to track and demonstrate achievement of your indicators.

There is no need to include means of verification in the wording of a SMART indicator, but you should assess the quality of the means of verification to make sure your indicator is fit for purpose, and you understand the limitations. Does your means of verification:

- ✓ Specify the **data sources** and **data collection method?**
- ✓ Specify the **frequency** of data collection consistent with the milestones and targets set?
- ✓ Provide the relevant **disaggregated data**?
- ✓ Specify **who is responsible** for data collection and reporting?

Activities

Activities do not need indicators; their completion is sufficient. Only summaries of the main activities are required in the logframe, numbered against the Output that they relate to.

Do not to confuse inputs or activities with Outputs or Output indicators. For example: the number of participants in a workshop is an input, the number of workshops held is an activity, and the

Output is what those participants are now capable of as a result, e.g. higher quality practices, increased knowledge and understanding, etc.

Understanding important assumptions and managing risks

Project achievements will often be **dependent on external conditions** (assumptions and risks) outside the control of the project. Projects should **identify**, **reflect** and **monitor** these risks and assumptions, utilising evidence to inform their understanding Risk can include unintended positive or negative consequences of the project, where this occurs they should be captured and reported.

Output risks and assumptions are more likely to be within the project's capability to mitigate than higher level Outcome risks and assumptions.

If the external context or situation evolves, assumptions and risks may need to be reassessed, and the project's approach may need to be changed.

Logframe Checklist

- ✓ Are you using the correct template? Templates differ between funds and stages and incorrect template use can result in an ineligible application.
- ✓ Is the results chain clear and logical?
- ✓ Do the Outcome indicators measure what will change and who will benefit?
- ✓ Do the Output indicators measure the tangible results of your activities that will be delivered by the project?
- ✓ Are all indicators relevant to the results chain?
- ✓ Are all indicators clearly defined and measurable (SMART)?
- ✓ Have you included the reference numbers for all Standard Indicators used?
- ✓ Have you considered learnings from other projects?

Checking the logic of your Logframe

1. If your **Activities** are delivered as planned, then the tangible results of your activities that will be delivered at the **Output** level.
2. If your **Outputs** are delivered, and the **Assumptions** that you have made hold true or risks effectively mitigated, then the change that you are targeting at the **Outcome** level should occur.
3. If the **Outcome** is delivered, and the **Assumptions** that you have made hold true, then the project will contribute to the ultimate result (**Impact**) that you hope will be achieved.

Figure 2: Logframe elements

	Project Summary	Indicators	Means of Verification	Assumptions
Impact	The ultimate result to which the project contributes to			
Outcome	The change that occurs if the project Outputs are achieved; the primary purpose of the project	Quantitative ways of measuring and qualitative ways of judging progress towards the project's Outcome.	Sources of information and methods used to verify progress against the indicators	External factors and conditions necessary to meet the project impact from being achieved
Outputs	The specific, direct deliverables produced by undertaking project activities	Quantitative ways of measuring and qualitative ways of judging progress towards the Outputs.	Sources of information and methods used to verify progress against the indicators	External factors and conditions necessary to meet the Outcome or which prevent the outcome from being achieved
Activities	The specific tasks to be carried out in order to produce the expected Outputs			

Evaluation and Learning

Evaluation

Biodiversity Challenge Funds expect to see proportional evaluations designed-in during project design, unless there are exceptional circumstances which make this infeasible. For the largest Biodiversity Challenge Funds grants (i.e. Darwin Initiative Extra, IWT Challenge Fund Extra and Darwin Plus Strategic) **we require an Independent Final Evaluation**.

The evaluation plan will enable gaps within data collection, monitoring and logical framework design to be addressed early, ensuring the evaluation itself will be able to draw firm and robust conclusions around project impact. If this approach is not feasible for a proposal, the justifications must be clearly explained.

The evaluation approach will be specific to each project, and depend on the project characteristics, evaluation purpose and feasibility of available methods (timescale and resources). The design should seek to build on outputs and understanding of the intervention and context.

The following resources will provide more detail on designing evaluations:

- The Magenta Book: HM Treasury guidance on what to consider when designing an evaluation
- Better Evaluation - https://betterevaluation.org/

In addition to this, we conduct Mid Term Reviews on a sample of projects across the portfolio each year so support project to learning and strengthen through adjustments their capability to achieve their targeted outcome and impact. Annual Reports and Final Reports also provide opportunities to reflect, learn, adjust, and communicate.

Learning

All projects are expected to proactively share and promote lessons learnt and best practices to other projects within the Biodiversity Challenge Funds and beyond.

Learning is the process through which evidence is generated by projects is reflected upon and used to continuously improve a project's ability to achieve results, and refine best practices.

All grants are funded by UK public money (raised through taxation), so it is important to be able to clearly communicate how public money is being used, including making lessons learnt, evidence, and refined best practices widely and freely available.

Projects should look for opportunities to share learnings via their own communication platforms (websites, social media, workshops, publications), and the communication platforms of others, including the Biodiversity Challenge Funds. See the Communication section in the application guidance documents.

Building the available and accessible evidence on project delivery, what works and what does not, including sharing refined best practices, will allow future projects utilise proven approaches, fill evidence gaps, and deliver greater impact towards the objectives of the Biodiversity Challenge Funds.

Annex 1: Standard Indicators

Biodiversity Challenge Funds Standard Indicators

A key objective of the Biodiversity Challenge Funds is to generate, share and apply evidence across its portfolio of projects to support scaling and transformational change.

To support our ability to report and aggregate results within and across the Funds (Darwin Initiative, Illegal Wildlife Trade Challenge Fund and Darwin Plus), we have developed a menu of Standard Indicators for projects to use in their logframes and reporting. The menus provide detailed guidance on approved methodologies and appropriate ways to disaggregate data.

This will enable us to telling compelling stories of what works and what does not at the fund level, building the case for continued support to the Funds and encouraging the actions of others.

From March 2023 you will be required to include a minimum of five 'core' BCFs Standard Indicators in your logframe. Where possible and appropriate, we encourage you to select indicators from your fund-specific menu and follow the fund-specific guidance on selecting and reporting against Core Indicators. You should then tailor you chosen Standard Indicators to be more specific and relevant to your project.

Other Sources of Standard Indicators

If the BCFs Standard Indicators do not cover all your needs, we encourage you to use other globally recognised indicators. We provide some examples below.

Any recognised and relevant indicator from **national level monitoring frameworks**, related to for example:

- National Biodiversity Strategies and Action Plans (NBSAPs)
- Nationally Determined Contributions (NDCs)
- National Adaptation Plans (NAPs)

The BCFs Standard Indicators draws and seeks to align with the Convention on Biological Diversity (CBD), **Kunming-Montreal Global Biodiversity Framework**[1], but other **multilateral environmental agreements** (Conventions, Treaties and Agreements) may have indicators that are relevant and useful for example:

- Nagoya Protocol on Access and Benefit Sharing (ABS)
- International Treaty on Plant Genetic Resources for Food and Agriculture (ITPGRFA)
- Convention on International Trade in Endangered Species (CITES)
- Convention on the Conservation of Migratory Species of Wild Animals (CMS)
- Ramsar Convention on Wetlands (Ramsar)
- United Nations Framework Convention on Climate Change (UNFCCC)
- Global Goals for Sustainable Development (SDGs)

Please **indicate** (at least in footnotes or references) **the source (NBSAP, CBD, ICF etc.) of any established standardised indicators** in your logframe as this helps to strengthen our understanding of the contribution that your project will be making to agreements, strategies, or wider objectives.

---

[1] https://www.cbd.int/article/cop15-final-text-kunming-montreal-gbf-221222

If no appropriate indicators are available within these lists, then projects can develop their own project-specific indicators, following the guidance in the main text of this document.

Annex 3. Example Logframe

This is a worked example of a fictitious Darwin Initiative project. The measures and indicators are meaningless but demonstrate how you might develop a logframe for your project. When using BCFs Standard Indicators, please include the associated indicator number in bold square brackets, e.g. **[DI-A01]**. You may also find it helpful to refer to the logframes for existing projects: https://www.darwininitiative.org.uk/project-search/

Project summary	Measurable Indicators	Means of Verification/Source	Important Assumptions
Impact: Agriculture is managed sustainably at the national level with resultant increases in biodiversity and welfare of people			
Outcome: Roll-out of sustainable agriculture and micro-enterprises in 7th District resulting in increased access to food during the hungry months for 12,000 people, reduced land clearance for agriculture and increased biodiversity.	0.1 The people in 7th District (c.12,000 people) report a reduction in the average number of days they go hungry during the dry season (baseline of 15 days per month (2022), Project target 50% reduction in average days/month) **[DI-D02]** 0.2 Micro-enterprises registered in 7th District record a higher average income per person per month (baseline national average of £4 per month, Project target £17 per month)) **[DI-A12]** 0.3 Botanical and pollinator invertebrate diversity in project areas increases annually (baseline to be established in the first year, Project target 10% annually) 0.4 Agricultural productivity, tonnes per hectare, increases (Baseline of 3 tonnes per hectare in 2022, Project target 4 tonnes per hectare in 2025).	0.1 Household survey reports for 2023, 2024 and 2025 0.2a Local Government registrations of new enterprises in 2023, 2024 and 2025 0.2b Survey of enterprise income generation in 2023, 2024 and 2025 0.3 Quarterly botanical and invertebrate surveys carried out in fixed sample plots on field margins. 0.4 Survey of agricultural productivity in 2023, 2024 and 2025.	Enterprises continue to be registered by the Local Government and records remain open to scrutiny Increases in agricultural productivity does not correlate with a decrease in price for agricultural commodities in 7th District Reduced pesticide use and improved field margin management lead to an increase in beneficial invertebrate populations
Outputs: **1.** Training and capacity building provided for small holders on microenterprise generation and sustainable agriculture	1.1 Small holders capable of sustainable agriculture practices following 3-day training course (Project milestones: 200 in year 1, 400 in year 2, 400 in year 3) **[DI-A01]** 1.2 Agricultural extension workers capable of promoting sustainable agriculture following a week-long training (Project target 50 people trained by year 2) **[DI-A01]** 1.3 Small-holders applying sustainable agricultural practices and reduce pesticide use (baseline 22 litres of pesticide applied pa per smallholder in 2022, sample size 2,000 small holders, Project target: 5 litres per smallholder by 2025) **[DI-A04]**	1.1 Training course attendance certificates and post course feedback 1.2 Training course attendance certificates and post course feedback 1.3 Local government records of pesticide distribution in 7th District in 2023, 2024 and 2025	Up to 90% of Agricultural extension workers are able to attend training courses Small-holders continue to apply 5-to-1 training distribution to other small-holders

Project summary	Measurable Indicators	Means of Verification/Source	Important Assumptions
2. Communities are trained in the maintenance of field margins for biodiversity benefits	2.1 50 agricultural extension workers and 20 teachers (at least 50% women) with increased knowledge on managing field margins and the benefits of pollination by 2023 **[DI-A01]** 2.2 50% of community members report increased awareness of benefits of pollinators and potential harm of insecticides by project end against year 1 baseline (to be established) **[DI-A04]**	2.1 Training course attendance certificates; surveys before and after training demonstrating a change in perception on the value of non-productive land on agricultural margins 2.2 Community perceptions surveys	
3. Microenterprises established with seed-funding under a VSLA model	3.1 Business plans for microenterprises submitted to local government for approval (20 in year 1, 20 in year 2, 20 in year 3) with 50% female membership and an average membership of 4 people each 3.2 Microenterprises registered to trade in 7th District (20 in year 1, 20 in year 2, 20 in year 3).	3.1 Project reports on business plans submitted 3.2 Local government registration from Commerce Division in 2023, 2024 and 2025	Cost of registration of microenterprises remains at a rate of 15 dollars per registration Small holders see value of participating in VSLA scheme Commerce Division continues to report annually on the number of microenterprises registered (new and recurring)
4. Research outputs developed and shared with target audiences (local government, small holders and international development community)	4.1 Journal article on application of sustainable agriculture and its effect on yield by year 2 submitted to open access journal **[DI-C17]** 4.2 Webinar hosted by Ministry of Agriculture on applying sustainable agricultural practice in 7th District in year 2. Target 80 national attendees, 50% women **[DI-C13]** 4.3 Policy brief downloaded from project website at least 200 times in year 2 **[DI-C06]**	4.1 Journal confirmation email 4.2 Zoom analytics 4.3 Google analytics for year 2.	Government remains committed to co-hosting research outputs of project

Activities (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)

1.1 Design, promote and run 3-day training course (x2) on sustainable agriculture practice for smallholder farmers (400 people; year 1 and year 2)

1.2 Design and run week-long training course on promotion of sustainable agriculture for agriculture extension workers (50 people; year 1 and 2)

1.3 Annual agricultural productivity surveys across the 5 project sites.

2.1 Design and run trainings on field margin management and pollination (20 teachers and 50 agricultural extension workers; year 1 and 2)

2.2 Design and conduct community perception surveys on pesticide use and non-productive land (year 1 and year 3; target 800 people)

Project summary	Measurable Indicators	Means of Verification/Source	Important Assumptions
3.1 Establish VSLAs in 5 sites, including regular training and regular support to members			
3.2 Provide Business Planning drop in sessions across 5 sites, and mentorship support to entrepreneurs			
3.3 Regular (quarterly) meetings with local government stakeholders to update on microenterprise activities, and to facilitate registration process			
4.1 Write journal article to share results of project outputs. Engage with stakeholders on drafts and incorporate feedback.			
4.3 Develop, promote and run webinar on sustainable agriculture practices			
4.3 Engage with key stakeholders / target audiences to understand their needs in terms of target outputs and communication channels (meetings at project start/mid-point/near end of project before outputs are finalised)			
4.4 Write up policy brief with consultations with Ministry of Agriculture			