

## **5. PERFORMANCE MEASUREMENT**

### **5.1 Monitoring and Reporting**

The day-to-day technical and financial monitoring of Action implementation will be a continuous and ongoing responsibility of the implementing partner. To this end, the implementing partner(s) shall set up a permanent and unified internal technical and financial monitoring system for the Action and shall prepare regular progress reports (at least annually) and a final report. Each report shall give an accurate account of implementation of the action, difficulties encountered, changes introduced, and the degree to which results (outputs and direct outcomes) have been achieved as measured by the corresponding indicators, using – at a minimum – the log frame matrix indicators.

The Commission may make additional visits to monitor the project, both by its own staff and by independent consultants recruited directly by the Commission for independent monitoring reviews (or recruited by the responsible agent contracted by the Commission for implementing such reviews).

Monitoring and reporting shall assess how the action is considering the principle of gender equality, human rights-based approach, and rights of persons with disabilities including inclusion and diversity. Indicators shall be disaggregated at least by sex, ethnicity and disability.

The Distributional Impact Assessment tool (DIA) could be applied, as a data source whenever other sources (national, regional, local data) are not available to monitor whether expected outputs have, to a large extent, benefited the bottom poorest 40 % income or wealth, or socio-economically disadvantaged groups, households and individuals. The DIA can also be performed at the start of the implementation phase to a) locate where the most vulnerable live and target them geographically; b) identify main drivers of inequalities (e.g. reasons for not accessing some services) c) unveil multiple discriminations (e.g. bottom 40 income who are women, children etc.)

### **5.2 Evaluation**

Having regard to the nature of the action an independent external mid-term and/or final evaluation will be carried out for this action or its components through an implementing partner or independent consultants.

If the evaluation is contracted by the Commission, the Commission will inform the implementing partner(s) at least 3 months in advance of the dates foreseen for the evaluation missions. The implementing partner(s) shall collaborate efficiently and effectively with the evaluation experts and, inter alia, provide them with all necessary information and documentation, as well as access to project facilities and activities.”

The evaluation reports may be shared with the partners and other key stakeholders following the best practice of evaluation dissemination. The implementing partner and the Commission shall analyse the conclusions and recommendations of the evaluation and, where appropriate, apply the necessary adjustments.

Evaluation services may be contracted under a framework contract.

The evaluation plan (or component in the foreseen evaluation) could assess the distributional impact of activities undertaken on the bottom (poorest) 40 per cent or socio-economically disadvantaged individuals, households or groups. This can be done through the Distributional Impact Assessment tool (DIA). The DIA analysis looks at the effective targeting of