

## Performance Framework

These are brief guidelines on how to fill out the Performance Framework template. For more detailed specifications please consult the the *Multi-Agency Monitoring & Evaluation Toolkit* available on the Global Fund website: [http://www.theglobalfund.org/en/me/guidelines\\_tools](http://www.theglobalfund.org/en/me/guidelines_tools). Programs should report only on a limited set of indicators in this framework with clear, meaningful targets. They should show clearly the number of people receiving key services, the outcomes and impact of the program and use where possible standard indicators from existing M&E and national plans.

Section	Box	Explanation
	Select program component...	In this box select the program component for which the Performance Framework will be prepared. By doing so, the component specific drop-down boxes in various sections of the template will be activated. One can also choose to complete a blank version of the template which will not offer any drop-down boxes and all fields will have to be filled in manually.
A)	Data on periods covered, disbursement requests and progress updates, reports due dates	This section is filled in by the Secretariat during Grant negotiations.
B)	1. Goal(s):	Goal(s) are broad and overarching statements of a desired, medium to long-term outcome of the program and should be consistent with the national disease control strategic plan. <i>Examples:</i> 1) Reduce malaria related mortality and morbidity in children under 5 and pregnant women, 2) Reduce HIV related mortality in the country, 3) Reduce TB incidence and mortality in the country.
	2. Impact and Outcome indicators:	Impact and outcome indicators related to the goal(s) should be included in this section. Under "indicator" a drop-down box with standard indicators, as specified in the <i>Monitoring and Evaluation Toolkit</i> , is provided. The Global Fund encourages as far as possible the use of the proposed standard indicators, however, if appropriate for the local situation, one can overwrite this drop-down box to input a country specific indicator. The selected indicators should be in line with the national disease control strategic plan and its respective M&E plan.
	Baselines:	Baselines for impact and outcome indicators, if not available at the onset of the program, should be determined during Phase 1, i.e. the first two years of the grant. If the source of data collected is different from the source of the baseline (for more details, refer to the section on 'baselines' below), please specify in the "comments" field in the final column of the table.
	Targets:	Targets provided for impact and outcome indicators should include the frequency of their measurement. For more details on the frequency of reporting for outcome and impact indicators refer to the <i>Monitoring &amp; Evaluation Toolkit</i> .
	Reports due:	Include the expected dates for reporting on the impact/outcome indicator targets based on availability of results
C)	3. Program Objectives:	Each goal should have a set of related, more specific objectives that will permit the Program to reach the stated goal(s). These objectives should be consistent with the objectives of the national disease control or health sector strategic plan.
	4. Objective number:	In this column specify for each of the indicators to which program objective they relate.
	5. Service Delivery Area:	To achieve each objective, the key services to be delivered are defined under the respective Service Delivery Area (SDA). A drop-down box lists the Service Delivery Areas contained in the <i>Monitoring and Evaluation Toolkit</i> which the Global Fund recommends for use. If this list does not fully reflect the existing national or proposed disease control or health strategy, it may be expanded by overwriting the field.
	6. Indicators:	It is recommended to refer to the list of indicators in the <i>Monitoring and Evaluation Toolkit</i> . However, if these indicators do not adequately reflect the existing disease control program and strategies, other national indicators may be used. <b>Please do not repeat the impact and outcome indicators in this section.</b>
	Baselines:	Baselines serve as the starting point against which the performance of the program will be measured. Baselines should take into consideration the latest available results of previous grants and/or the latest available information provided in WHO and UNAIDS reports and other valid sources. Baseline data (value, year and source) need to be provided for each indicator. In the source field a non-exhaustive choice of sources is provided in a drop-down box. If necessary other sources may be included by simply overwriting the field.
	Targets:	Targets should be provided according to the frequency of measurement of a given indicator (please see Monitoring & Evaluation Toolkit), i.e. quarterly or semestrial targets should be provided for the years covered by this Performance Framework and yearly targets for the outstanding years. Not all indicators need to be reported for each period. For targets expressed in %, clear numerators and denominators should be provided where relevant.
	7. Tied to	Select one of the four options under this column to describe if targets are linked to one of the following sources of funding: a) <b>National Program</b> - when targets refer to the entire country (national). Specify in the comments box if these targets are fully or partially supported by GF. <b>Exception:</b> This option could also be selected in cases where targets refer to an <b>entire region or province</b> in the country (sub-national) to which GF resources are contributing only <b>partially</b> . When the sub-national targets are fully funded by GF, option b (current grant) or c (GF) should be selected as appropriate. Please specify in the comments box if targets are sub-national. b) <b>Current grant</b> - when targets are a subset of the national targets and represent the portion funded exclusively or mainly by the GF grant being negotiated c) <b>GF</b> - when targets are a subset of the national targets and represent the portion funded exclusively or mainly by more than one Global Fund grants. In such case specify in the comments the grant numbers that contribute to the achievement of these targets d) <b>GF &amp; other donors</b> - when the targets are a subset of the national targets and represent the portion jointly funded exclusively or mainly by GF and other multilateral or bilateral donors.

**8. Cumulative vs non-cumulative targets**

It should be clearly specified in the drop-down box whether targets are a) cumulative over the program term, (i.e target is maintained or increases across program term. In that case each target is equal or greater than the previous period's target), b) cumulative annually (i.e.target is maintained or increases across one year of the program starting counting from zero each year), or c) not cumulative (i.e. only current period target is put and is independent across periods).

**Please note that the programmes will be evaluated against cumulative performance over the grant term even if certain indicators are reported in a non-cumulative manner. In such cases the Secretariat will cumulate the targets and results achieved at a given time (as relevant) and base the evaluation on this cumulative performance. Targets should generally be cumulative, but typical examples for non-cumulative reporting are TB indicators (e.g. # and % of new smear positive TB cases detected, # and % of new smear positive cases successfully treated (both usually reported cumulative annually).**

Example: Suppose there are 500 health centers nation-wide and you propose to increase the number of health centers with consistent supplies of artemisinin-based combination therapy (ACTs) from a starting point (baseline) of 100 and increments of 100 additional health centers supplied each year. You can choose to report this according to the following options:

a) "cumulative over the program term" (baseline not included in targets)

Indicator	Baseline	Targets Year 1				Targets year 2			
Number of health facilities with consistent supplies of ACT drugs	100	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
		25	50	75	100	125	150	175	200

b) "cumulative annually" (baseline not included in targets)

Indicator	Baseline	Targets Year 1				Targets year 2			
Number of health facilities with consistent supplies of ACT drugs	100	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
		25	50	75	100	25	50	75	100

c) "not cumulative" (baseline not included in targets)

Indicator	Baseline	Targets Year 1				Targets year 2			
Number of health facilities with consistent supplies of ACT drugs	100	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
		50	25	8	17	32	12	42	14

Regardless of the option one chooses to report on, **targets need to be self-explanatory**; thus please tick in the box option a), b) or c) and, if necessary, specify further in the "comments" field in the final column of the table.

**9. Baselines included in targets:**

Baselines should generally not be included in targets, with some exceptions. They are not included if the Global Fund-supported intervention does not build on previous activities that were funded by other donors and thus starts the activities anew. Baselines are included in targets in case the Global Fund supports activities that have previously been funded by an other donor and the Global Fund ensures their continuity. It should be indicated in the drop-down box whether baselines are included in the targets or not by ticking "Y" (yes) or "N" (no).  
*Examples for inclusion of targets in baselines:* a) number of people on ARV treatment, b) number of health facilities with no stockouts of recommended anti-malaria drugs, c) number of TB patients receiving incentives.

**10. Top 10 Indicators**Top 10 Indicators

For information on Top 10 indicators, please refer to the M&E toolkit or the Global Fund's website:  
[http://www.theglobalfund.org/en/me/guidelines\\_tools/?lang=en](http://www.theglobalfund.org/en/me/guidelines_tools/?lang=en)

Top 10 Equivalent Selection Criteria

With the current rating methodology, the performance of a single top 10 indicator may affect the score of the rest of the (non top-10) indicators included in a Performance Framework. The concept of "top-10 equivalent" is introduced to allow grants with few or no "top-10" indicators to be scored without a strong bias in favor of the top-10 or not top-10 list.

Top 10 equivalent indicator needs to be very relevant to a specific grant and hence meet one (or both) of the following conditions:

1) It is a "people reached" indicator addressing one of the main target groups, while no other top 10 indicator could properly address the specific SDA AND the SDA plays a significant part in achieving the program's goals.

2) It is a "system strengthening" indicator for a grant that only OR mainly addresses system strengthening and has a substantive amount of grant (10% and above; however depending on grant size) associated to the activities monitored. As much as possible these indicators should reflect the formulations included in the Toolkit.

**11. Comments, including methods and frequency of data collection:**

Sources of information and/or frequency of data collection should be listed here.

In case confusion on cumulative vs. non-cumulative reporting of targets and the inclusion or exclusion of baselines should persist, please provide respective explanations here.