

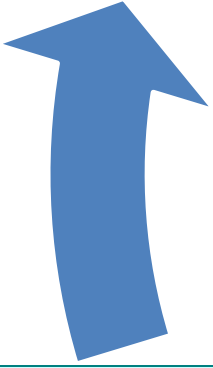
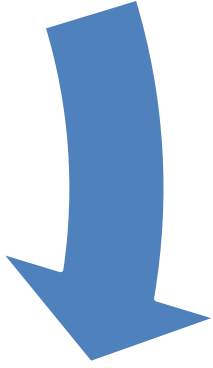
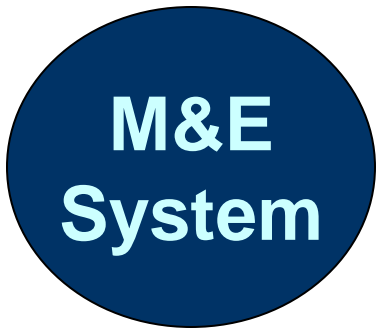


# **Legal Services Facility**

## **M&E Approach**

# Purposes of LSF M&E System





## Planning

- objectives & activities
- defined indicators
- baselines and targets

## Data Collection

- Tools: collection and reporting
- storage mechanism
- determined who will collect it
- determine frequency
- Who/how to compile data

## Using Data for Decision Making

- assist to analyze successes and areas to improve
- Show root causes for issues

## Making Data Usable

- Determined Audience: (internal or external)
- Purpose of information

# LSF will do monitoring through:

- Site visit
- Review of grantees project documents
- Collection and reporting of program indicators
- Observation of service delivery
- Spot check for beneficiaries (e.g. clients)

# **Logical Framework & Performance Monitoring Plan**

The LSF has developed Logical Framework (LF) and Performance Monitoring Plan (PMP) with the defined output and outcome indicators as mentioned below:

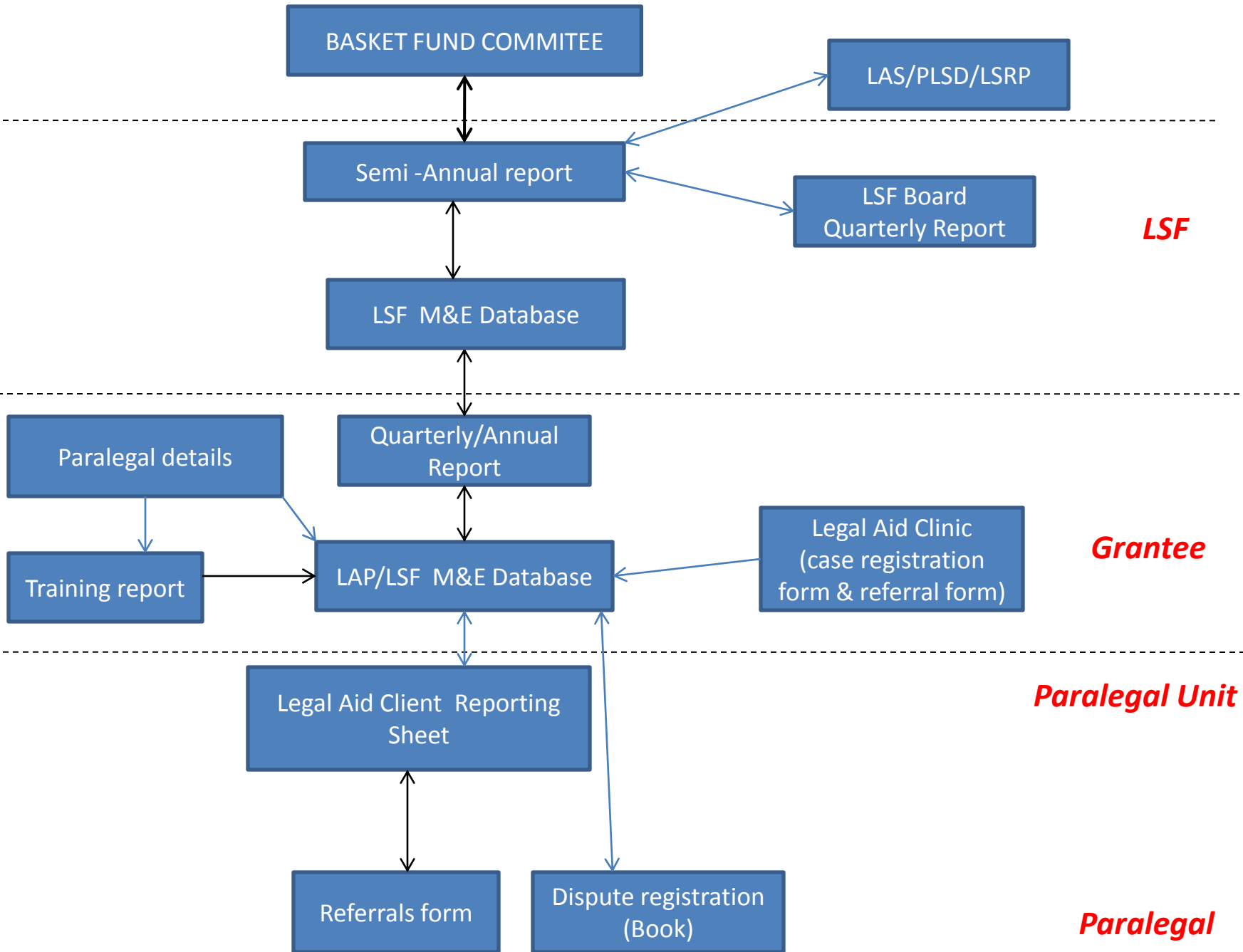
# Output Indicators

- Number of paralegal units established
- Number of disputes received
- Number of disputes referred
- Number of disputes resolved
- Number of suspects or convicts who have received at least one time legal aid services
- Number of legal aid workers who have successfully completed training

# Outcome Indicators

- Percentage of people who received legal aid and were satisfied with the services offered
- Percentage of people who understand where to access legal aid services

# LEGAL SERVICES FACILITY DATA FLOW CHART





Level	Who collect data	Frequency of reporting data	Data Quality Reviewer	Deadline of reporting	Tools used to collect and report data
Ward/ village	Paralegal	Monthly	Any leader/membe r of paralegal unit	5 <sup>th</sup> of first month of the next quarter	Register book and referral form
Paralegal unit	Paralegal secretary/ focal person	Monthly	Any leader/membe r of paralegal unit	5 <sup>th</sup> of first month of the next quarter	Dispute tracking sheet
Grantee	M&E officer/ focal person	Quarterly	Project coordinator/an y project staff	15 <sup>th</sup> of the first month of the next quarter	LSF Quarterly report template WB M&E database
LSF	M&E Officer	Quarterly	Any member of LSF secretariat		WB M&E database Activity report (quarterly and annual)

# Functional Areas of an M&E System that Affect Data Quality

## Dimensions of Data Quality

- I Accuracy
- II Reliability
- III Completeness
- IV Precision
- V Timeliness
- VI Integrity
- VII Confidentiality

I	M&E capabilities, roles / responsibilities
II	Training
III	Data reporting requirements
IV	Indicator definitions
V	Data collection, reporting forms and tools
VI	Data management processes
VII	Data quality mechanisms and controls
VIII	Links with the national reporting system

# Web-based (WB) M&E System

- The LSF has developed WB M&E system to be used by LSF, grantees and authorized legal aid stakeholders.
- The WB M&E database will:

# Web-based M&E System

- map traditional M&E system to M&E web-based system
- operate online (internet) /offline (upload later)
- **be available** and **accessible** to all grantees
- **have functions of** data entry, update, view, delete
- **have security:** user-name & password /Back-up
- **have user rights & privilege:** Based on access & sharing level of data/information

# DATA USE AND DISSEMINATION

- The LSF has analyzed stakeholders or audience who will utilize the result of the program implementation.
- The determined audience levels are government, donors, legal aid providers, grantees, board, LSF secretariat, beneficiaries and general public.

# DATA USE AND DISSEMINATION

- The results of the program will be presented
  - in summary (e.g. in tables) and
  - graphs (pie chart and bar chart)
- for easy understanding and interpretation.
- Program report will be shared i.e. quarterly, semi-annual and annual.

**END**

**THANK YOU**