**M&E Plan template**

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| “Community outreach component” M&E Plan | | | | | |
| **Indicator** | **Indicator definition**  **(& unit of measurement)** | **Data collection**  **methods/sources** | **Frequency & schedule** | **Responsibilities** | **Information**  **use/audience** |
| **OUTCOME 1: Community members are empowered to create a supportive and safe environment** | | | | | |
| Indicator 1.a  Target population reports that the community environment is safe and supportive | **Target population:**  Community members of Hengang village, Puctak village and Pin Puah village (men, woman, boys and girls)  **Safe and supportive:**  Community define notions of safety (e.g. safe to fetch water, increase in safe places etc), and support (increase in interpersonal wellbeing and connectedness) | Sample KAP survey VP/protection within PS programmes (adults) | Baseline, milestone, target | Programme manager  (data to be collected by project staff/ data collection team) | Donor reports  Community meetings |
| Community mapping (boys and girls) | Baseline, target |
| Focus group discussions  Key informant interviews | After final activity |
| **OUTPUT 1.1: Communities are supported to establish committees to address PS issues (including VP/protection issues) relevant to the needs of the target group** | | | | | |
| Indicator 1.1a  # of PS committee meetings per target village | **PS committees:**  PS committees are a group of motivated people that are trained to identify and respond to PS issues in their community. The committee should meet monthly and have a chair.  **Target villages:**  1 committee should be established in each of the following villages: Hengang village, Puctak village and Pin Puah village (3 in total). | Staff and volunteer activity record  Minutes of meetings | Documentation after each meeting and compiled monthly | Project team  (data to be collected by project staff and volunteers) | Donor reports  Community meetings |
| Indicator 1.1b  % of committee members trained in identifying and responding to PS concerns in targeted villages | 100% of committee members (Committee member should include male, female, youth, elderly) should be trained in community based psychosocial support in Hengang village, Puctak village and Pin Puah village | Training reports  Training evaluation  Attendance list | After each training | Project team  (data to be collected by project staff and volunteers) |  |
| **OUTPUT 1.2: Community PS activities, for all representative groups, are organized in collaboration with the community members** | | | | | |
| Indicator 1.2a  # of meetings with community members to plan and organize PS activities | 6 meetings should be held in each of the following villages: Hengang village, Puctak village and Pin Puah village (18 meetings in total). | Staff and volunteer activity record  Minutes of meetings with community members | Documentation after each meeting and compiled monthly | Project team  (data to be collected by project staff and volunteers) | Donor reports  Internal project reports |
| Indicator 1.2b  # of community members (men, woman, boys and girls) reached through community PS activities | 50 % of the village population in Hengang village, Puctak village and Pin Puah village should be engaged in PS activities in the course of the project period (6 months)  **PS activities:**  PS activities should be designed together with the community members. Activities could include; psychoeducation, lay counselling, safe spaces, awareness raising activities, PS recreational, creative or sports activities, community celebrations, women’s group, PFA | Staff and volunteer activity record  Attendance lists | Documentation after each activity and compiled monthly | Project team  (data to be collected by project staff and volunteers) | Donor reports  Internal project reports |