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| --- | --- | --- | --- | --- | --- | --- |
| **Organisation** |  | |  |  |  |  |
| **Project** |  | |  |  |  |  |
| **Monitoring** | *Output data you need to track* | | **Beneficiary Characteristics** | *Demographic data of interest* | | |
|  |  |  |  |  |  |  |
| **Outcome** | **Change indicator** | **Ethical considerations** | **Data collection** | **Who from** | **Who collects it** | **When will it be collected** |
| *This can be a final or intermediate from your Theory of Change* | *The mechanism for picking up change e.g. self-report, observation, analysis of monitoring data – max 3 per outcome* | *e.g. consent, safeguarding, data protection* | *What tool you will use to get the data* | *No. & proportion to collect data from and if sample, how they will be selected* | *Person responsible* | *Frequency & timing* |
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**MONITORING & EVALUATION PLAN**