

Table 1: Example of a Performance Indicator Reference Sheet

PERFORMANCE INDICATOR REFERENCE SHEET	
<b>AO:</b> Increased Private Sector Led Growth	
<b>Intermediate Result 1.3.2:</b> Increased Fiscal Sustainability in Target Municipalities	
I. The value of own-source revenues in the municipal budget	
<b>Is this indicator used for reporting?</b> No	
DESCRIPTION	
<b>Precise Definition(s):</b> The value of own-source revenues for each target municipality is defined as the amount (or value) of all budget revenues, excluding donor budget support. Non donor budget support includes revenues from the central government, the public sector and the private sector.	
<b>Unit of Measure:</b> Euros	<b>Disaggregated by:</b> 1) Category (property taxes, fees, fines) and 2) target municipality
<b>Rationale:</b> Increases in budget revenues generated by non-donor sources are critical to ensuring that municipalities are able to provide services on a sustainable basis. In particular, the team will track the share of property taxes, which is expected to increase (as opposed to fees and fines).	
PLAN FOR DATA ACQUISITION BY USAID	
<b>Responsible Individual/Office:</b> Jane Doe, EG Office	<b>Data Source:</b> The Ministry of Finance and Economy
<b>Frequency and Timing:</b> Annual	<b>Budget Implications (if relevant):</b> Data available from existing MFE systems and integrated into the project, so costs are low.
<b>Data collection method:</b> Municipalities submit their final budget to the Ministry of Finance and Economy. The implementing partner will obtain the data from the Ministry of Finance and Economy (MFE) central system on an annual basis.	
<b>Method of data acquisition by USAID:</b> The Economy and Sustainability Project will provide the data to USAID through the project's annual report. Annual.	
DATA QUALITY ISSUES	
<b>Data Quality Assessment Procedures:</b> Preliminary data quality issues were assessed during PMP development, dated 1/15/10.	
<b>Key Data Quality Limitations (if any) and Actions Planned to Address Those Limitations.</b> The key data quality issue is to ensure that budgets are consistently and accurately gathered from the municipal level to the Ministry. The project will be training municipalities to ensure that systems and processes exist at the municipal level to accurately report budgets to the Ministry and to ensure understanding of the central system. The implementers will periodically spot check the budget at the municipal level to determine whether the numbers coming from the central system are accurate.	
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING	
<b>Data Analysis Issues:</b> The team expects that property taxes will be the key driver of revenues as opposed to fees and fines. This needs to be analyzed and tracked.	
<b>Data Use:</b> The AO team will review and analyze data just prior to portfolio reviews. Data will be reported during portfolio reviews in the fall.	
OTHER NOTES	
<b>Notes on Baselines/Targets:</b> Baseline should be set just prior to the initiation of project activities. Targets should be set in consultation with the implementer. The Democracy and Governance (DG) team will work with the Economic Growth EG team in some (but not all) target municipalities. When targets are set, the team should consider whether the effect on targets for those municipalities receiving both EG and DG assistance vs. those that are only receiving EG assistance.	
<b>Other Notes:</b> The DG program works only in target municipalities, but these data are reported for all municipalities.	