

ACTIVE CITIZENS FUND ROMANIA

Programme Indicators – Guidance Document 2.0

Fund operated by:



Table of Contents

I. OBJECTIVES AND SCOPE OF THE PROGRAMME INDICATORS DOCUMENT GUIDANCE	4
II. TOPICS COVERED IN THIS GUIDANCE AND REPORTING OF INDICATORS	4
III. PROGRAMME INDICATORS LIST AND DISAGGREGATION	5
IV. ACTIVE CITIZENS FUND PROGRAMME INDICATORS	7
OUTCOME 1. STRENGTHENED DEMOCRATIC CULTURE AND CIVIC AWARENESS	8
OUTCOME 2. CSOs ACTIVELY DEFEND HUMAN RIGHTS AND PROMOTE EQUAL TREATMENT	17
OUTCOME 3. VULNERABLE GROUPS ARE EMPOWERED	21
OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANIZATIONS AND THE SECTOR).....	25
Annexes.....	29
GLOSAR	35

I. OBJECTIVES AND SCOPE OF THE PROGRAMME INDICATORS DOCUMENT GUIDANCE

This document provides guidance for **outcomes and outputs indicators** of the [Active Citizens Fund Romania](#) programme (hereafter named “ACF Romania” or “Programme”). It is intended to support the applicants / project promoters in the projects development and implementation process.

The aim of this Guidance document is to operationalise the use of ACF Romania indicators and ensure consistency in the methods of data collection, setting baseline and target values, reporting and disaggregation of data among all applicants / project promoters. In the case of indicators where data is to be collected through surveys, further guidance on the content of surveys and templates are provided (in the [Annexes](#)) to ensure a common approach at the Programme level. Please note that all the survey questionnaires could be slightly modified during the pre-contracting period by the Fond Operator.

This Programme Indicators Document Guidance should be read in conjunction with the **Guidelines for Applicants**, available at <https://activecitizensfund.ro>. In case of conflict between this Document Guidance and the Guidelines for Applicants, the provision of the Guidelines for Applicants shall prevail.

II. TOPICS COVERED IN THIS GUIDANCE AND REPORTING OF INDICATORS

For each indicator, the following information is provided in this Guidance:

Topics covered	Information provided
Definition	Provides full definition of the indicator as used by the Fond Operator.
Unit of measurement	The unit of measurement in which the indicator is expressed, e.g. “Number” or “Percentage”.
Data collection and analysis	Provides recommendations on how the data is to be collected and analyzed by the Project Promoters.
Frequency of reporting	How often the indicator should be reported.
Method of calculating the indicator values (baseline, achievement, and target)	<ul style="list-style-type: none"> Describes how the baseline, achievement and target values should be established, for each indicator. Guidance on how the baseline should be established, if necessary, is also provided. For indicators with a baseline value of "TBD" ("to be determined"), an actual initial value of the indicator will need to replace "TBD". Baseline data will be collected when the projects are contracted. Guidance is provided on the reporting of disaggregated data, for example disaggregation based on gender, age group, Roma etc. Disaggregation only applies to the achievement values of certain indicators. Specific guidance is provided per indicator.

Reporting of the indicators to the Fund Operator

- The achievement values for indicators that were selected within the projects shall be reported directly into the Fond Operator’s monitoring and information system, via the **Statistical Progress Report (SPR)** and **Intermediary / Final Technical Report**.
- The baseline, target and achievement values for each indicator should be provided in the agreed unit of measurement: **number or percentage**.
- The unit of measurement “number” is used when the indicator reflects the count of all instances of a specific variable. For all the indicators expressed as numbers, baselines are set to “0” (zero), with the exception of certain indicators under Outcome 4 (indicators 32, 33, 34 and 35) for which it is necessary to determine the initial value.
- A percentage is a ratio of two values expressed as a fraction. The difference between the target and baseline values communicates the direction of change.

When reporting achievements for indicators expressed as percentage, both the numerator and the denominator should be reported.

E.g. For the indicator “Share of target group favorable to gender equality,” the total number of people that comprise the target group is the denominator, while the number of people favorable to gender equality (within the same target group) is the numerator.

III. PROGRAMME INDICATORS LIST AND DISAGGREGATION

#	Indicator name	Disaggregation Categories
Programme level indicator		
A.	Number of people engaged in civil society organisation activities	Gender/ Age/ Roma
Outcome 1. Strengthened democratic culture and civic awareness		
Outcome indicators		
1.	Share of target groups showing civic awareness	Gender/ Age/ Roma
2.	Number of people participating in consultation with a public decision-making body	Gender/ Age/ Roma
Outputs indicators		
3.	Number of people (students) educated in civic and human rights	Gender/ Age
4.	Number of CSO initiatives on media literacy carried out	
5.	Number of civic and human rights related partnerships between established/strong and less established/weaker/smaller CSOs	
6.	Number of awareness raising campaigns carried out	
7.	Number of citizens involved in civic activities	Gender/ Age/ Roma
8.	Number of cases litigated	
9.	Number of CSO and public/private partnerships forged to promote citizens participation	
10.	Number of youth trained in CSO leadership	Gender/ Roma
11.	Number of people educated in environment protection / climate change	Gender/ Age
12.	Number of CSOs engaged in policy monitoring and advocacy in relation to environmental protection/climate change	
13.	Number of environment / climate change -related cases litigated	
14.	Number CSOs platforms and networks supported	
15.	Number of CSOs advocating for improvements to the legal/policy environment for civil society	
16.	Number of CSO watchdog role-related cases litigated	
17.	Number of initiatives (including Freedom of Information requests) to promote transparency in public/private decision making	
Outcome 2. CSOs actively defend human rights and promote equal treatment		
Outcome indicators		
18.	Share of target group favourable to human rights	Gender/ Age/ Roma
19.	Number of beneficiaries of services provided or improved	Gender/ Age/ Roma/ Gender Based Violence/ Gender Equality related services
Outputs indicators		
20.	Number of awareness raising campaigns carried out on human rights	
21.	Number of human rights/ equal treatment cases litigated	
22.	Number of partnerships between CSOs and public/private entities on human rights	
23.	Number of research reports on human rights issues produced	
24.	Number of CSOs providing services to victims of discrimination and human rights violations	
25.	Number of monitoring /watchdog initiatives on Gender Equality or Gender Based Violence	
Outcome 3. Vulnerable groups are empowered		
Outcome indicators		
26.	Number of vulnerable individuals reached by empowerment measures	Gender/ Age/ Roma

27.	Number of beneficiaries of services provided or improved	Gender/ Age/ Roma
Outputs indicators		
28.	Number of litigations supported	
29.	Number of members of vulnerable groups mobilised to advocate for their needs	Gender/ Age/ Roma
30.	Number of members of vulnerable groups consulted	Gender/ Age/ Roma
31.	Number of new and improved models implemented to address the needs of vulnerable groups	
Outcome 4. Enhanced capacity and sustainability of civil society (organisations and the sector)		
Outcome indicators		
32.	Number of CSOs with transparent and accountable governance procedures	
33.	Number of CSOs with effective management procedures	
34.	Number of CSOs that regularly disseminate information on their activities and results to the public	
35.	Number of CSOs with at least two funding sources, each comprising at least 20% of their total annual budget	
Output indicators		
36.	Number of CSOs participating in learning initiatives funded by the Programme	<ul style="list-style-type: none"> ✓ CSOs participating in learning initiatives in transparent and accountable governance ✓ CSOs participating in learning initiatives in effective management ✓ CSOs participating in learning initiatives in diversifying funding sources ✓ CSOs participating in learning initiatives in strategic communications
37.	Number of CSOs that implemented fundraising campaigns	
38.	Number of people reached by awareness campaigns about the role of CSOs	Gender/ Age

IV. ACTIVE CITIZENS FUND PROGRAMME INDICATORS

A. Number of people engaged in civil society organisation activities

Definition: Individuals who are involved with CSO activities. These individuals could be intermediate/ end beneficiaries¹ for projects aiming to increase civic engagement, or volunteers, external experts, trainers or lecturers. Their involvement with CSO activities shall have been supported by or is a result of ACF Romania support. Any kind of support by the ACF Romania (including travel cost, subsistence, fees etc.) is acceptable with exception of salary costs.

Unit of measure: Number

Disaggregation: Gender/ Age/ Roma

Data collection and analysis:

Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one CSO activity, he/she should be counted each time.

Permanent Project Promoter / project partner staff numbers are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Self-identification*		Age**
	M	F	Other / Not specified	Roma	Other / Not specified	
Code 1						
Code n						

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each SPR and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners within the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who are involved with/ engaged in CSO's activities. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

¹ All terminology is defined in the [Glossary](#) at the back.

OUTCOME 1. STRENGTHENED DEMOCRATIC CULTURE AND CIVIC AWARENESS

<p>1. Share of target groups showing civic awareness (Outcome level indicator)</p>
<p>Definition: Percentage of the intermediate/ end beneficiaries (those people whose attitudes the intervention aimed to change) showing civic awareness (favorable attitudes toward community involvement, following the news, discussing politics, voting participation, respecting the rule of law, equal chances).</p>
<p>Unit of measure: Percentage</p>
<p>Disaggregation: Gender/ Age [Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified] / Roma</p>
<p>Data collection and analysis: Survey among the target group is to be carried out by the Project Promoters based on an anonymous survey questionnaire available in Annex 1. Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator.</p> <p>It is up to the Project Promoter to decide how the information should be collected, for example in person, by telephone with the support of Computer - assisted telephone interviewing (CATI) or some other way. Two surveys are to be carried out – at the at the beginning of the activity / activities related to this indicator and at their completion.</p> <p>Data should be collected and retained for the Programme period so that it is available in the following disaggregation: Age, Gender (male, female, other), Roma (self-identification - where possible).</p> <p>Frequency of reporting: The determined initial value will be communicated through a notification* sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction (numerator and denominator), description of the methodology used and supporting documents (database, etc.). Also, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (baseline) and Interim/Final Technical Report (achievements data).</p> <p><i>*or as agreed in the pre-contracting phase</i></p>
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p><u>Baseline value:</u> TBD based on the results of an initial survey to be carried out after project contract signature.</p> <p><u>Target value:</u> will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.</p> <p><u>Achievements data:</u> TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator.</p> <p><u>Methodology to collect data:</u> It is up to the project promoters to decide how to collect the information for example in person, by telephone with the support of Computer-assisted telephone interviewing (CATI) or other way. The survey should be anonymous.</p> <p><u>How to establish the size of the sample:</u> The size of the sample should be established based on the specific population targeted in order to achieve statistically significant results. Usually, 95% confidence level and 3% confidence interval (margin of error) are sufficient for statistically significant results. The sample size can be established by the help of some online survey platforms as: https://www.checkmarket.com/sample-size-calculator/ and https://www.surveysystem.com/sscalc.htm</p> <p>Informed consent and data privacy: see the statement below², which is suggested to be included in the survey.</p>
<p>2. Number of people participating in consultation with a public decision-making body (Outcome level indicator)</p>
<p>Definition: Number of individuals who participate in consultations with a public decision-making body (process that involves the public in providing their views and feedback on a proposal to consider in the decision making). These individuals could be intermediate/ end beneficiaries for projects, or volunteers, external experts. Their participation in consultation has been supported by or is a result of ACF Romania support.</p>
<p>Unit of measure: Number</p>
<p>Disaggregation: Gender/ Age/ Roma</p>
<p>Data collection and analysis: Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one consultation with a public decision-making body, he/she should be counted each time. Permanent Project Promoter / project partner staff numbers are NOT included.</p>

² “Your participation in this survey is voluntary. If you decide to participate in this survey, you may withdraw at any time. Your responses will be confidential. There is no right or wrong answers. To help protect your confidentiality, the surveys will not contain information that will personally identify you. Data will be stored in a password-protected electronic format. I understand the statement above and give my consent to participating in the survey.”

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Self-identification*		Age**
	M	F	Other / Not specified	Roma	Other / Not specified	
Code 1						
Code n						

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes.

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who participated in consultations with a public decision-making body. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Output 1.1. Civic and human rights education supported

3. Number of people (students) educated in civic and human rights (Output level indicator)

Definition: Number of individuals - mainly students - educated (any organised educational activity outside the established formal system) in civic and human rights within projects that are supported by the ACF Romania.

Unit of measure: Number

Disaggregation: Gender/ Age

Data collection and analysis:

Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one educational activity in civic and human rights, he/she should be counted each time.

Permanent Project Promoter / project partner staff numbers are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Age**
	M	F	Other / Not specified	
Code 1				
Code n				

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes.

Frequency of reporting: Within each Statistical Progress Report and Technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters/project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who are involved with/ engaged in educational activities in civic and human rights. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

4. Number of CSO initiatives on media literacy carried out (Output level indicator)
Definition: Number of CSO initiatives on media literacy (activities regarding understanding the role of media in society and educate people to access, analyse, evaluate, create and act using all forms of communication) supported by ACF Romania.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on CSO initiatives on media literacy carried out. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

5. Number of civic and human rights – related partnerships between established/ strong and less established/ weaker/ smaller CSOs (Output level indicator)
Definition: Number of partnerships (both at the beginning of the project and developed afterwards within the project, formalised in a written agreement) on civic and human rights initiatives between established/ strong and less established/ weaker/ smaller CSOs.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report.
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on civic and human rights – related partnerships between established/ strong and less established/ weaker/ smaller CSOs. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 1.2. Citizens' participation in civic activities promoted

6. Number of awareness raising campaigns carried out (Output level indicator)
Definition: Awareness raising campaigns carried out on citizens' participation in civic activities as part of the implementation of ACF Romania funded projects. A planned series of coordinated communication activities that are implemented to achieve a common goal, for a defined target group and are conducted in a defined period of time. Awareness raising campaigns should have a common subject of communication activities and a common message. A single project could encompass more than one awareness raising campaign, but the subject and the goals of the campaigns must be clearly defined and distinguished. A single communication activity (i.e. single event, advertisement, announcement(s) in social media etc.) is not considered as a campaign, but as part of one, and must not be counted separately.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report

Method of calculating the indicator value (baseline and targets and achievements):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on awareness raising campaigns carried out. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

7. Number of citizens involved in civic activities (Output level indicator)

Definition: Number of individuals who are involved in civic activities as part or as a result of a project supported within ACF Romania. These individuals could be intermediate/end beneficiaries for projects.

Unit of measure: Number

Disaggregation: Gender/Age/Roma

Data collection and analysis:

Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one civic activity, he/she should be counted each time.

Permanent Project Promoter / project partner staff members are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Self-identification*		Age**
	M	F	Other/ Not specified	Roma	Other / Not specified	
Code 1						
Code n						

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o.); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who are involved with/ engaged in CSO's civic activities. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if (an Excel database should be used).

8. Number of cases litigated (Output level indicator)

Definition: The number of litigations (pre-suits and post-trial activities, disputes resolutions or process/ judicial disputes) started/ generated as a result of individuals or CSOs within ACF Romania.

Case litigated should include both the pre-suit and post-trial activities and also the alternative dispute resolution (mediation and arbitration).

Litigations brought to Court include cases/appeals (including appeal in annulment and review, and appeal in the interest of the law) taken to any type of Court (including Tribunals, Courts of Appeal and High Court of Appeal) be it in Romania or other country. There are also considered the cases before the European Court of Human Rights (ECHR) or European Court of Justice and also the cases before the Romanian National Council for Combating Discrimination or Constitutional Court.

There are also taken into consideration the cases where the CSO has only the role of "amicus curiae [2]" (e.g. before ECHR) and it is an exercise of a strategic importance for the organization and not only (demonstrating the level of juridical and technical expertise it holds).

The cases could be either started as part of the project activities or started previously and only continued during the project and with the support of the project.

[2] *Amicus curiae* are someone who is not a party to a case and is not solicited by a party but who assists a Court by offering information that bears on the case.

Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on cases litigated. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

9. Number of CSO and public/private partnerships forged to promote citizens participation (Output level indicator)
Definition: Number of partnerships (both at the beginning of the project and developed afterwards within the project, formalised in a written agreement) between CSOs and public/ private institutions in order to promote citizens participation supported by or as a result of ACF Romania support.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on CSO and public/private partnerships forged to promote citizens participation. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 1.3. Youth engagement in civic and human right activities supported

10. Number of youths trained in CSO leadership (Output level indicator) *																										
Definition: Number of youths trained in CSO leadership within ACF Romania funded projects. Training: organised learning activity aimed at imparting information in order to improve the recipient's knowledge or skills (e.g. courses, workshops or seminars, guided on-the-job training or lessons). ** Indicator reserved for predefined projects developed and implemented by the Fund Operator.																										
Unit of measure: Number																										
Disaggregation: Age / Gender/ Roma																										
Data collection and analysis: Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one CSO leadership training (courses, workshops etc.), he/she should be counted each time. Permanent Project Promoter / project partner staff numbers are NOT included. Data should be collected and retained for the programme period allowing for the following disaggregation:																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Anonymous Code</th> <th colspan="3">Gender*</th> <th colspan="2">Self-identification*</th> <th rowspan="2">Age**</th> </tr> <tr> <th>M</th> <th>F</th> <th>Other / Not specified</th> <th>Roma</th> <th>Other / Not specified</th> </tr> </thead> <tbody> <tr> <td>Code 1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Code n</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Anonymous Code	Gender*			Self-identification*		Age**	M	F	Other / Not specified	Roma	Other / Not specified	Code 1							Code n						
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Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who are involved with/ engaged in CSO leadership training. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Outcome 1.4. Educational activities related to environmental protection and climate change carried out by CSOs supported

11. Number of people educated in environment protection / climate change (Output level indicator)

Definition: Number of people educated (any organised educational activity outside the established formal system) in environment protection / climate change within projects that are supported by ACF Romania.

Unit of measure: Number

Disaggregation: Gender/ Age

Data collection and analysis:

Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one environment protection / climate change educational activity, the participant should be counted each time.

Permanent Project Promoter / project partner staff numbers are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Age**
	M	F	Other/ Not specified	
Code 1				
Code n				

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who are involved with/ engaged in environment protection / climate change educational activity. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Outcome 1.5. Policy monitoring and advocacy in relation to environmental protection/climate change supported

12. Number of CSOs engaged in policy monitoring and advocacy in relation to environmental protection/climate change (Output level indicator)

Definition: Number of CSOs engaged in policy monitoring and advocacy in relation to environmental protection/climate change within projects supported by ACF Romania.

Unit of measure: Number

Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on CSOs engaged in policy monitoring and advocacy in relation to environmental protection/climate change. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

13. Number of environment /climate change – related cases litigated (Output level indicator)
Definition: The number of litigations in relation to environment/ climate change (pre-suits and post-trial activities, disputes resolutions or process/ judicial disputes) started/ generated as a result of individuals or CSOs within ACF Romania. Case litigated should include both the pre-suit and post-trial activities and also the alternative dispute resolution (mediation and arbitration). Litigations brought to Court include cases/ appeals (including appeal in annulment and review, and appeal in the interest of the law) taken to any type of Court (including Tribunals, Courts of Appeal and High Court of Appeal) be it in Romania or other country. There are also considered the cases before the European Court of Human Rights (ECHR) or European Court of Justice and also the cases before the Constitutional Court. There are also taken into consideration the cases where the CSO have only the role of “amicus curiae [2]” (e.g. before ECHR) and it is an exercise of a strategic importance for the organization and not only (demonstrating the level of juridical and technical expertise it holds). The cases could be either started as part of the project activities or started previously and only continued during the project and with the support of the project.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports.
Frequency of reporting: Within each Statistical Progress Report and Technical report.
Method of calculating the indicator value (baseline, target and achievement data): Baseline value is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on environment /climate change – related cases litigated. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 1.6. CSOs watchdog/monitoring/advocacy role supported

14. Number of CSO platforms and networks supported (Output level indicator)
Definition: Number of CSO networks, coalitions or platforms supported within ACF Romania (which have as members mainly CSOs and could be formal/ informal, local/ regional/ national, already established or developed during the project implementation)
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report

^[2] *Amicus curiae* are someone who is not a party to a case and is not solicited by a party but who assists a Court by offering information that bears on the case.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSO platforms and networks supported. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

15. Number of CSOs advocating for improvements to the legal/policy environment for civil society (Output level indicator)

Definition: Number of CSOs advocating for improvements to the legal/policy environment for civil society (e.g. CSOs registration, operation, access to resources etc.) within projects that are supported by ACF Romania.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and Technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSOs advocating for improvements to the legal/policy environment for civil society. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

16. Number of CSO watchdog role-related cases litigated (Output level indicator)

Definition: The number of CSOs watchdog role related litigated cases (pre-suits and post-trial activities, disputes resolutions or process/ judicial disputes) started/ generated as a result of individuals or CSOs within ACF Romania.

Case litigated should include both the pre-suit and post-trial activities and also the alternative dispute resolution (mediation and arbitration).

Litigations brought to Court include cases/appeals (including appeal in annulment and review, and appeal in the interest of the law) taken to any type of Court (including tribunals, courts of appeal and High Court of Appeal) be it in Romania or other country. There are also considered the cases before the European Court of Human Rights (ECHR) or European Court of Justice and also the cases before Romanian National Council for Combating Discrimination or the Constitutional Court.

There are also taken into consideration the cases where the CSO have only the role of "amicus curiae [2]" (e.g. before ECHR) and it is an exercise of a strategic importance for the organization and not only (demonstrating the level of juridical and technical expertise it holds).

The cases could be either started as part of the project activities or started previously and only continued during the project and with the support of the project.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSO watchdog role-related cases litigated. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

^[2] *Amicus curiae* are someone who is not a party to a case and is not solicited by a party but who assists a Court by offering information that bears on the case.

17. Number of initiatives (including Freedom of Information requests) to promote transparency in public/private decision making (Output level indicator)
Definition: Number of initiatives (including Freedom of Information requests) that promote transparency in public/private decision-making process supported by ACF Romania.
Unit of measure: Number
Disaggregation: Not requested
Data collection and analysis: Project Promoters' reports
Frequency of reporting: Within each Statistical Progress Report and Technical report
Method of calculating the indicator value (baseline, target and achievement data): <u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on initiatives (including Freedom of Information requests) to promote transparency in public/private decision making. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

OUTCOME 2. CSOs ACTIVELY DEFEND HUMAN RIGHTS AND PROMOTE EQUAL TREATMENT

<p>18. Share of target group favorable to human rights (Outcome level indicator)</p>
<p>Definition: Percentage of the target group (those people whose attitudes the intervention aimed to change) showing favorable attitudes toward human rights.</p>
<p>Unit of measure: Percentage</p>
<p>Disaggregation: Gender/ Age [(1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o.); 5. Not specified] / Roma</p>
<p>Data collection and analysis: Survey among the target group is to be carried out by the Project Promoters based on an anonymous survey questionnaire available in Annex 2. Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator.</p> <p>It is up to the Project Promoter to decide how the information should be collected, for example in person, by telephone with the support of Computer-assisted telephone interviewing (CATI) or some other way. Two surveys are to be carried out – at the at the beginning of the activity / activities related to this indicator and at their completion.</p> <p>Data should be collected and retained for the Programme period so that it is available in the following disaggregation: Age, Gender: male, female, other; Self-identification: Roma (where possible).</p> <p>Frequency of reporting: The determined initial value will be communicated through a notification* sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction (numerator and denominator), description of the methodology used and supporting documents (database, etc.). Also, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (<i>baseline</i>) and Interim /Final Technical Report (achieved value) *or as agreed in the pre-contracting phase</p>
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p><u>Baseline value:</u> TBD based on the results of an initial survey to be carried out after project contract signature.</p> <p><u>Target value:</u> will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.</p> <p><u>Achievements data:</u> TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator.</p> <p><u>Methodology to collect data:</u> It is up to the project promoters to decide how to collect the information for example in person, by telephone with the support of Computer-assisted telephone interviewing (CATI) or other way. The survey should be anonymous.</p> <p><u>How to establish the size of the sample:</u> The size of the sample should be established based on the specific population targeted in order to achieve statistically significant results. Usually, 95% confidence level and 3% confidence interval (margin of error) are sufficient for statistically significant results. The sample size can be established by the help of some online survey platforms as: https://www.checkmarket.com/sample-size-calculator/ and https://www.surveysystem.com/sscalc.htm</p> <p>Informed consent and data privacy: see the statement below³, which is suggested to be included in the survey.</p>
<p>19. Number of beneficiaries of services provided or improved (Outcome level indicator)</p>
<p>Definition: A single direct beneficiary of services provided - these may be new, existing or improved services. This includes individuals who benefited from any kind of service (social service, health services etc.) which has been provided with support from ACF Romania. For instance, improved medical services provided with new equipment, hotlines on gender-based violence, legal advice or counselling services, day care services, reintegration services for ex-inmates, informal education, and women’s shelters.</p>
<p>Participants in trainings should not be included here.</p>
<p>Unit of measure: Number</p>
<p>Disaggregation: Gender/ Age/ Roma / Gender Based Violence / Gender Equality related services</p>
<p>Data collection and analysis: Each individual who benefited from services provided with ACF Romania support should be reported with an anonymous code set up by the Project Promoter. An individual may receive more than one service.</p>

³ “Your participation in this survey is voluntary. If you decide to participate in this survey, you may withdraw at any time. Your responses will be confidential. There is no right or wrong answers. To help protect your confidentiality, the surveys will not contain information that will personally identify you. Data will be stored in a password-protected electronic format. I understand the statement above and give my consent to participating in the survey.”

Permanent Project Promoter / project partner staff members are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Service (s) Provided**	Self-identification*		Age***
	M	F	Other/ Not specified		Roma	Other / Not specified	
Code 1							
Code n							

*boxes should be marked

**columns should be included for each type of service provided with ACF Romania support

***1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes.

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on direct beneficiaries of services provided by the CSO (Project Promotor/ Partners). Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Output 2.1. Advocacy and awareness raising on human rights/equal treatment supported

20. Number of awareness raising campaigns carried out on human rights (Output level indicator)

Definition: Awareness raising campaigns carried out on human rights as part of the implementation of ACF Romania funded projects.

Planned series of coordinated communication activities that are implemented to achieve a common goal, for a defined target group and are conducted in a defined period of time. Awareness raising campaigns should have a common subject of communication activities and a common message. A single project could encompass more than one awareness raising campaign, but the subject and the goals of the campaigns must be clearly defined and distinguished. A single communication activity (i.e. single event, advertisement, announcement (s) in social media etc. is not considered as a campaign, but as part of one, and must not be counted separately).

Unit of measure: Number

Disaggregation: It should be possible to disaggregate the data by campaigns on discrimination against minority groups, such as Roma where applicable.

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'. Baseline year is N/A.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on awareness raising campaigns carried out on human rights. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

21. Number of human rights/ equal treatment cases litigated (Output level indicator)

Definition: The number of litigations in relation to human rights / equal treatment (pre-suits and post-trial activities, disputes resolutions or process/ judicial disputes) started/ generated as a result of individuals or CSOs within ACF Romania.

Case litigated should include both the pre-suit and post-trial activities and also the alternative dispute resolution (mediation and arbitration). Litigations brought to Court include cases/appeals (including appeal in annulment and review, and appeal in the interest of the law) taken to any type of Court (including tribunals, courts of appeal and High Court of Appeal) be it in Romania or other country. There are also considered the cases before the European Court of Human Rights (ECHR) or European Court of Justice and also the cases before the Romanian National Council for Combating Discrimination or Constitutional Court. There are also taken into consideration the cases where the CSO have only the role of “amicus curiae [2]” (e.g. before ECHR) and it is an exercise of a strategic importance for the organization and not only (demonstrating the level of juridical and technical expertise it holds).

The cases could be either started as part of the project activities or started previously and only continued during the project and with the support of the project.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters’ reports

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is ‘0’.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on human rights/ equal treatment cases litigated. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

22. Number of partnerships between CSOs and public/private entities on human rights (Output level indicator)

Definition: Number of partnerships on human rights (both at the beginning of the project and developed afterwards within the project, formalised in a written agreement) between CSOs and public institutions/private entities, supported by ACF Romania or as a result of ACF Romania support.

Unit of measure: Number

Disaggregation: Not requested.

Data collection and analysis: Project Promoters’ reports

Frequency of reporting: Within each Statistical Progress Report and Technical Reports

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is ‘0’.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on partnerships between CSOs and public/ private entities on human rights. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 2.2. Research on human rights-related issues conducted

23. Number of research reports on human rights issues produced (Output level indicator)

Definition: A research report on human rights issues produced based on research work supported by ACF Romania.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters’ reports

Frequency of reporting: Within each Statistical Progress Report and Technical report.

[2] *Amicus curiae* are someone who is not a party to a case and is not solicited by a party but who assists a Court by offering information that bears on the case.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on research reports on human rights issues produced. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 2.3. Services provided to victims of discrimination and human rights violations

24. Number of CSOs providing services to victims of discrimination and human rights violations (Output level indicator)

Definition: Number of CSOs that offer within ACF Romania supported projects or as a result of ACF Romania support services to victims of discrimination and human rights violations (e.g. medical, hotlines on gender-based violence, legal advice or counselling services, day care services, reintegration services for ex-inmates, informal education, and women's shelters).

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports.

Frequency of reporting: Within each Statistical Progress Report and Technical Reports

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSOs providing services to victims of discrimination and human rights violations. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 2.4. Monitoring and watchdog activities on the implementation of policies in relation to gender equality and gender-based violence supported

25. Number of monitoring /watchdog initiatives on gender equality or gender-based violence (Output level indicator)

Definition: Number of monitoring/watchdog initiatives on gender equality or gender-based violence supported within ACF Romania projects or as a result of ACF Romania support.

Gender-based violence is violence based on the (perceived) gender of the victim, which results in, or is likely to result in, physical, sexual, psychological or economic harm or suffering, including threats of such acts, harassment, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life. The term is often used synonymously with the term violence against women, but the gender-based aspect of the concept serves to highlight the fact that violence against women is an expression of power inequalities between women and men.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on monitoring /watchdog initiatives on gender equality or gender-based violence. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

OUTCOME 3. VULNERABLE GROUPS ARE EMPOWERED

26. Number of vulnerable individuals reached by empowerment measures (Outcome level indicator)

Definition: A single direct beneficiary reached by empowerment measures. Empowerment measures include (but are not limited to): facilitating access to/promoting fundamental rights (excluding service provision, such as health service or formal education); stimulating participation in decision making; learning advocacy techniques; increasing employability or livelihood opportunities (excluding formal education); learning Romani or majority language; participating in cultural activities aimed at showcasing or appreciating Roma culture; and specifically empowering Roma women and girls to assert their rights.

Double counting with service provision should be **strictly avoided**. **Beneficiaries of services should be included within the indicator 27. Number of beneficiaries of services provided or improved.**

Unit of measure: Number

Disaggregation: Gender/ Age/ Roma

Data collection and analysis: Each individual should be reported with an anonymous code set up by Project Promoter. **Permanent Project Promoter / project partner staff numbers are NOT included.**

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Self-identification*		Age**
	M	F	Other/ Not specified	Roma	Other / Not specified	
Code 1						
Code n						

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals reached by empowerment measures. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

27. Number of beneficiaries of services provided or improved (Outcome level indicator)

Definition: A single direct beneficiary of services provided – these may be new, existing or improved services. This includes individuals who benefited from any kind of service (social services, health services, etc.) which has been provided with support from ACF Romania. For instance, improved medical services provided with new equipment, hotlines on gender-based violence, legal advice or counselling services, day care services, reintegration services for ex-inmates, informal education, and women's shelters.

Unit of measure: Number

Disaggregation: Gender/ Age/ Roma

Data collection and analysis: Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. An individual may receive more than one service.

Permanent Project Promoter/project partner staff numbers are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Service(s) Provided	Self-identification*		Age**
	M	F	Other / Not specified		Roma	Other / Not specified	

Code 1							
Code n							

*boxes should be marked

**1. 1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o.); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on individuals who received services. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Output 3.1. CSOs advocating at local/national level for social justice and inclusion of vulnerable groups supported

28. Number of litigations supported (Output level indicator)

Definition: The number of litigations in relation to social justice and inclusion of vulnerable groups (pre-suits and post-trial activities, disputes resolutions or process/ judicial disputes) started/ generated/ continued by individuals or CSOs with the support of ACF Romania.

Case litigated should include both the pre-suit and post-trial activities and also the alternative dispute resolution (mediation and arbitration).

Litigations brought to Court include cases/appeals (including appeal in annulment and review, and appeal in the interest of the law) taken to any type of Court (including tribunals, courts of appeal and High Court of Appeal) be it in Romania or other country. There are also considered the cases before the European Court of Human Rights (ECHR) or European Court of Justice and also the cases before the Romanian National Council for Combating Discrimination or Constitutional Court.

There are also taken into consideration the cases where the CSO have only the role of "amicus curiae [2]" (e.g. before ECHR) and it is an exercise of a strategic importance for the organization and not only (demonstrating the level of juridical and technical expertise it holds).

The cases could be either started as part of the project activities or started previously and only continued during the project and with the support of the project.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and Technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'. Baseline year is N/A.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on litigations supported. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 3.2. Members of vulnerable groups mobilized to advocate for their needs

29. Number of members of vulnerable groups mobilised to advocate for their needs (Output level indicator)

Definition: Number of vulnerable individuals who are mobilised to advocate for their needs. For instance, individuals who have their voice heard on issues that are important to them, defend and safeguard their rights, have their views and wishes considered when decisions are being made about their lives etc.

^[2] Amicus curiae are someone who is not a party to a case and is not solicited by a party but who assists a Court by offering information that bears on the case.

Unit of measure: Number																										
Disaggregation: Gender/ Age/ Roma																										
<p>Data collection and analysis: Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one CSO mobilising activity, he/she should be counted each time. Permanent Project Promoter / project partner staff numbers are NOT included. Data should be collected and retained for the programme period allowing for the following disaggregation:</p>																										
<table border="1"> <thead> <tr> <th rowspan="2">Anonymous Code</th> <th colspan="3">Gender*</th> <th colspan="2">Self-identification*</th> <th rowspan="2">Age**</th> </tr> <tr> <th>M</th> <th>F</th> <th>Other/ Not specified</th> <th>Roma</th> <th>Other / Not specified</th> </tr> </thead> <tbody> <tr> <td>Code 1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Code n</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>*boxes should be marked **1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes</p>	Anonymous Code	Gender*			Self-identification*		Age**	M	F	Other/ Not specified	Roma	Other / Not specified	Code 1							Code n						
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	M	F	Other/ Not specified	Roma	Other / Not specified																					
Code 1																										
Code n																										
Frequency of reporting: Within each Statistical Progress Report and Technical report.																										
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p>Baseline value is '0'. <u>Target value:</u> will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on individuals who are mobilized to advocate. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.</p> <p>Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).</p>																										

30. Number of members of vulnerable groups consulted (Output level indicator)																										
<p>Definition: Number of vulnerable individuals who are consulted or participated in a consultative process. For instance, individuals who participate to community life and in the decision-making process.</p>																										
Unit of measure: Number																										
Disaggregation: Gender/ Age/ Roma																										
<p>Data collection and analysis: Project Promoters' reports. Each individual should be reported with an anonymous code set up by Project Promoter. If an individual participates in more than one CSO consulting process, he/she should be counted each time. Permanent Project Promoter / project partner staff numbers are NOT included. Data should be collected and retained for the programme period allowing for the following disaggregation:</p>																										
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Code n																										
Frequency of reporting: Within each Statistical Progress Report and Technical report.																										
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p><u>Baseline value</u> is '0'. <u>Target value:</u> will be established by Project Promoters / project partners in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> will be reported in numbers based on individuals (members of vulnerable groups) who are consulted. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.</p>																										

Data should be reported with the disaggregation and stored in such a way that more detailed breakdowns can be requested if needed (an Excel database should be used).

Output 3.3. Integrated and new models of service delivery developed to address the needs of vulnerable groups

31. Number of new and improved models implemented to address the needs of vulnerable groups (Output level indicator)

Definition: A single model (methodology, type of service, evaluation tool, research etc.) developed or significantly improved implemented to address the needs of vulnerable groups as a result of ACF Romania.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and Technical report.

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on new and improved models implemented to address the needs of vulnerable groups. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANIZATIONS AND THE SECTOR)

<p>32. Number of CSOs with transparent and accountable governance procedures (Outcome level indicator)</p>
<p>Definition: CSOs with improved transparent and accountable governance as a result of ACF Romania support: have written documentation of governance procedures (internal regulation documents, organizational chart, strategic plan), have a functional governing body (executive committee, board, trustees), have a governing body with a composition based on clear criteria which reflects a diverse background of the members, have a system for conflict of interest prevention (with regard to staff activity and governing body's decision-making in place), have standards of ethical practice that preserve and strengthen public's confidence, have a consulting process of their beneficiaries and other stakeholders in decision making and activities.</p>
<p>Unit of measure: Number</p>
<p>Disaggregation: Not requested</p>
<p>Data collection and analysis: Self-assessment tool administered at start and end of each project available in Annex 3 applied at the beginning of the activity / activities related to this indicator and at their completion. Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator.</p>
<p>Frequency of reporting: The baseline will be communicated through a notification * sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction (numerator and denominator), description of the methodology used and supporting documents (database, etc.). The numerator will be the number of organizations that obtained the minimum score on the self-assessment tool, and the denominator will be the total number of organizations that applied the self-assessment tool. Furthermore, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (baseline) and Interim /Final Technical Report (achieved value). <i>*or as agreed in the pre-contracting phase</i></p>
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p><u>Baseline value:</u> TBD based on the results of an initial survey to be carried out after project contract signature. <u>Target value</u> will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget. <u>Achievements data:</u> TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator. <u>Methodology to collect data:</u> Self-assessment tool (survey) <u>How to establish the size of the sample:</u> Project Promoters and if the case all End beneficiaries (CSOs).</p>
<p>33. Number of CSOs with effective management procedures (Outcome level indicator)</p>
<p>Definition: CSOs with improved effective management procedures as a result of ACF Romania support: have a clear written Finance Manual, have a knowledge and documents system management (institutional memory) which is used systematic and includes monitoring and evaluation practices, have policies and practices for human resources development which include training for staff, mentoring and supervision and staff appraisal procedures</p>
<p>Unit of measure: Number</p>
<p>Disaggregation: Not requested</p>
<p>Data collection and analysis: Self-assessment tool (survey) administered at start and end of each project available in Annex 4 applied at the beginning of the activity/activities related to this indicator and at their completion. Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator.</p>
<p>Frequency of reporting: The baseline will be communicated through a notification * sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction (numerator and denominator), description of the methodology used and supporting documents (database, etc.). The numerator will be the number of organizations that obtained the minimum score on the self-assessment tool, and the denominator will be the total number of organizations that applied the self-assessment tool. Furthermore, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (baseline) and Interim /Final Technical Report (achieved value). <i>*or as agreed in the pre-contracting phase</i></p>
<p>Method of calculating the indicator value (baseline, target and achievement data):</p> <p><u>Baseline value:</u> TBD based on the results of an initial survey to be carried out after project contract signature.</p>

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator.

Methodology to collect data: Self-assessment tool (survey)

How to establish the size of the sample: Project Promoters and if the case all End beneficiaries (CSOs).

34. Number of CSOs that regularly disseminate information on their activities and results to the public (Outcome level indicator)

Definition: CSOs that regularly disseminate information on their activities and results to the public as a result of ACF Romania support: have a functional webpage (URL active) updated with all important activities, achievements, publications, have a profile in a social network (Facebook, Instagram etc.) which is constantly updated, have at least one partnership with mass-media, have an annual report published and available to the public, have at least one publication per year in national or local media, have at least one public event per year, have a communication plan which includes objectives, methods, channels, targets and a clear branding

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Self-assessment tool (survey) administered at start and end of each project available in **Annex 5** applied at the beginning of the activity / activities related to this indicator and at their completion.

Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator.

Frequency of reporting: The baseline will be communicated through a notification * sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction (numerator and denominator), description of the methodology used and supporting documents (database, etc.). The numerator will be the number of organizations that obtained the minimum score on the self-assessment tool, and the denominator will be the total number of organizations that applied the self-assessment tool. Furthermore, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (baseline) and Interim /Final Technical Report (achieved value).

**or as agreed in the pre-contracting phase*

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value: TBD based on the results of an initial survey to be carried out after project contract signature.

Target value will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator.

Methodology to collect data: Self-assessment tool (survey)

Project Promoters and if the case all End beneficiaries

35. Number of CSOs with at least two funding sources, each comprising at least 20% of their total annual budget (Outcome level indicator)

Definition: CSOs which dispose of at least two sources of funding, each of which is larger than 20% of its total yearly budget* as a result of ACF Romania support.

* The annual reference budget is the budget for a completed fiscal year, which is defined for each call for proposals, depending on their schedule. When establishing the baseline, each of the funding sources recorded in the annual reference budget will be calculated as share in the respective budget. At the end of the project, it will be filled a financial situation for the last 12 months of the project implementation, calculating the share of the funding sources recorded in these 12 months in the total income recorded in the annual reference budget. In case of projects shorter than 12 months, the financial situation will be filled for the entire duration of the project. The two funding sources each comprising at least 20% which will be taken into account must be ensured in a demonstrable manner through project activities.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Self-assessment tool administered at start and end of each project available in **Annex 6** applied at the beginning of the activity / activities related to this indicator and at their completion (end of the project).

Please note that the questionnaire provided could be slightly modified during the pre-contracting period by the Fond Operator. Details about the funding sources.

Frequency of reporting: The baseline will be communicated through a notification * sent to the Fund Operator according to the conditions assumed in the pre-contracting stage. The notification shall include the determined value expressed as a fraction

(numerator and denominator), description of the methodology used and supporting documents (database, etc.). Furthermore, the values of the indicator will be included within the First Technical Report/ Statistical Progress Report* (baseline) and Interim /Final Technical Report (achieved value).

**or as agreed in the pre-contracting phase*

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value: TBD based on the results of an initial survey to be carried out after project contract signature.

Target value will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: TBD based on the results of a second survey to be carried out at the end of the activity / activities related to this indicator.

Methodology to collect data: Self-assessment tool (survey)

Project Promoters and if the case all End beneficiaries

Output 4.1. Capacity building provided to CSOs

36. Number of CSOs participating in learning initiatives funded by the Programme (Output level indicator)

Definition: CSOs that participated in learning activities funded by the Programme as project promoter, project partner or CSO which directly benefited of the learning initiatives.

A CSO can be supported more than once within the Programme implementation period, e.g. if the support is given under different learning initiatives (transparent and accountable governance, effective management, diversifying funding, strategic communication).

Unit of measure: Number

Disaggregation: CSOs participating in learning initiatives in transparent and accountable governance; CSOs participating in learning initiatives in effective management; CSOs participating in learning initiatives in diversifying funding; CSOs participating in learning initiatives in strategic communications

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSOs participating in learning initiatives funded by the Programme. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

37. Number of CSOs that implemented fundraising campaigns (Output level indicator)

Definition: CSOs that implemented fundraising campaigns within the project implementation period with/ as a result of the ACF Romania support.

Fundraising campaign: is a planned and targeted fundraising effort that takes place over a defined period of time using a variety of methods, tools and resources, and it is implemented for a cause or for the sustainability of the organisation.

Unit of measure: Number

Disaggregation: Not requested

Data collection and analysis: Project Promoters' reports

Frequency of reporting: Within each Statistical Progress Report and technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on CSOs that implemented fundraising campaigns. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Output 4.2. Citizens awareness about the role of the CSOs in society supported

38. Number of people reached by awareness campaigns about the role of CSOs (Output level indicator)

Definition: Individuals who are reached by awareness campaigns about the role of CSOs. These individuals could be a direct target group, or volunteers, external experts, trainers or lecturers.

Awareness campaign: a planned series of coordinated communication activities that are implemented to achieve a common goal, for a defined target group and are conducted in a defined period of time. Awareness raising campaigns should have a common subject of communication activities and a common message. A single project could encompass more than one awareness raising campaign, but the subject and the goals of the campaigns must be clearly defined and distinguished. A single communication activity (i.e. single event, advertisement, announcement(s) in social media etc. is not considered as a campaign, but as part of one, and must not be counted separately).

Unit of measure: Number

Disaggregation: Age / Gender

Data collection and analysis: Each individual should be reported with an anonymous code set up by Project Promoter.

Permanent Project Promoter / project partner staff numbers are NOT included.

Data should be collected and retained for the programme period allowing for the following disaggregation:

Anonymous Code	Gender*			Age**
	M	F	Other / Not specified	
Code 1				
Code n				

*boxes should be marked

**1. Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o); 5. Not specified; the code corresponding to the age category should be inserted in the boxes

Frequency of reporting: Within each Statistical Progress Report and technical report

Method of calculating the indicator value (baseline, target and achievement data):

Baseline value is '0'.

Target value: will be established by Project Promoters in the project proposals. The value must be in concordance with the project objectives and project budget.

Achievements data: will be reported in numbers based on people reached by awareness campaigns about the role of CSOs. Achievements shall always be reported cumulatively – as total number since the start of project implementation until the end of activities.

Annexes

Survey questionnaire

Q1. To which extent do the following statements reflect your opinions?

Statements		1 Does NOT reflect my opinion	2 Somewhat reflects my opinion	3 Mostly reflects my opinion	4 Completely reflects my opinion	9 Don't know/ Don't answer
1.	It is my responsibility to be actively involved in my community	1	2	3	4	9
2.	I believe that all people have a responsibility to be actively involved in their community	1	2	3	4	9
3.	I can help make things better by working together with others	1	2	3	4	9
4.	It is important to follow the news	1	2	3	4	9
5.	It is important to talk to others about politics even when you disagree with them	1	2	3	4	9
6.	It is important to vote in elections	1	2	3	4	9
7.	It is important to respect laws and rules	1	2	3	4	9
8.	It is important to publicly stand up for what one believes	1	2	3	4	9
9.	All people should be treated fairly	1	2	3	4	9
10.	It is important to speak up when someone is treated unfairly	1	2	3	4	9

Q2. Gender:

1. Male <input type="checkbox"/>	2. Female <input type="checkbox"/>	3. Other <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Q3. Please Indicate your age group (completed years):

1. Children and youth (0-17 y.o.) <input type="checkbox"/>	2. Young adults (18-29 y.o.) <input type="checkbox"/>	3. Adults (30-64 y.o.) <input type="checkbox"/>	4. Elderly (65+ y.o.) <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Q4. In addition to your nationality, do you self-identify as Roma?

1. Yes <input type="checkbox"/>	2. No <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Method of calculating the indicator value (baseline and achieved value)

Step 1: Calculate the average per respondent (= sum of the score from all statements (1-10) of question Q1 divided by the number of statements the respondent answered); the calculation will not take into account the statements for which the respondent replied: "9. I don't know / I don't answer";

Step 2: Label as "showing civic awareness" all individual respondents with an average score of 3 or more;

Step 3: Calculate the percent of the showing civic awareness responses as a ratio of the number of "showing civic awareness" respondents to the total number of all respondents (# of favorable respondents divided by total number of all respondents) and then multiplying it by 100;

Step 4: To provide disaggregated results, count the respondents "showing civic awareness" for each of the following demographic groups: 'male', 'female', 'other', Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o)

Survey questionnaire⁴

Q1. To which extent do the following statements reflect your opinions?

Attention! Project Promoters can replace the terms “**people**,” “**everyone**” or “**no one**” in the following statements with the mention of specific groups if the project focuses on the rights of a specific group/minority. For example, the statement “**People** should be able to express themselves freely in public and private” could be replaced with “**Roma people** should be able to express themselves freely in public and private” or “**LGBTQIA+ people** should be able to express themselves freely in public and private.” Alternatively, both generic statements (“All people...”) and specific statements (“Roma people...”) could be included in the survey.

Statements		1 Does NOT reflect my opinion	2 Slightly reflects my opinion	3 Mostly reflects my opinion	4 Completely reflects my opinion	9 Don't know/ Don't answer
1.	Everyone deserves equal rights	1	2	3	4	9
2.	All people deserve liberty	1	2	3	4	9
3.	Everyone deserves to have their human rights protected	1	2	3	4	9
4.	Everyone should have the right to a citizenship	1	2	3	4	9
5.	Everyone deserves equal protection under the law	1	2	3	4	9
6.	No one deserves to be tortured	1	2	3	4	9
7.	The right to apply for asylum protection should be important	1	2	3	4	9
8.	Everyone deserves to be presumed innocent until proven guilty	1	2	3	4	9
9.	Everyone accused of a crime deserves a full and fair hearing	1	2	3	4	9
10.	It is wrong to arrest someone arbitrarily or without cause	1	2	3	4	9
11.	Everyone deserves to have their basic needs met	1	2	3	4	9
12.	Everyone deserves equal access to public services	1	2	3	4	9
13.	Everyone has the right to healthy, basic living conditions	1	2	3	4	9
14.	Everyone should be able to find employment	1	2	3	4	9
15.	Everyone deserves an education	1	2	3	4	9
16.	Everyone deserves to participate in cultural and scientific activities	1	2	3	4	9
17.	All adults deserve to make their own free choice in whom to marry	1	2	3	4	9
18.	All people should be able to practice the religion of their choice	1	2	3	4	9
19.	People should be able to meet with whomever they choose	1	2	3	4	9
20.	People should be able to express themselves freely in public and private	1	2	3	4	9
21.	Everyone deserves to have their privacy protected	1	2	3	4	9
22.	Discrimination should not be allowed on the grounds of racial or ethnic origin, religion or belief, gender, disability, age, sexual orientation or gender identity	1	2	3	4	9

⁴ The concepts examined by this survey correspond to the sections of the Universal Declaration of Human Rights. Each concept in the declaration is covered by one statement in the survey. Human rights are universal and inalienable; indivisible; interdependent and interrelated.

Q2. Gender:

1. Male <input type="checkbox"/>	2. Female <input type="checkbox"/>	3. Other <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Q3. Please Indicate your age group (completed years):

1. Children and youth (0-17 y.o.) <input type="checkbox"/>	2. Young adults (18-29 y.o.) <input type="checkbox"/>	3. Adults (30-64 y.o.) <input type="checkbox"/>	4. Elderly (65+ y.o.) <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Q4. In addition to your nationality, do you self-identify as Roma?

1. Yes <input type="checkbox"/>	2. No <input type="checkbox"/>	9. Don't answer <input type="checkbox"/>
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Method of calculating the indicator value (baseline and achieved value)

Step 1: Calculate the average per respondent (= sum of the score from all statements (1-22) of question Q1 divided by the number of statements the respondent answered); the calculation will not take into account the statements for which the respondent replied: "9. I don't know / I don't answer";

Step 2: Label as "showing concern for human rights" all individual respondents with an average score of 3 or more;

Step 3: Calculate the percent of the "showing concern for human rights" responses as a ratio of the number of "showing concern for human rights" respondents to the total number of all respondents (# of favorable respondents divided by total number of all respondents) and then multiplying it by 100;

Step 4: To provide disaggregated results, count the respondents "showing concern for human rights" for each of the following demographic groups: 'male', 'female', 'other', Children and youth (0-17 y.o.); 2. Young adults (18-29 y.o.); 3. Adults (30-64 y.o.); Elderly (65+ y.o)

Annex 3.	OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANISATIONS AND THE SECTOR)
	Indicator 32. Number of CSOs with transparent and accountable governance procedures

Survey questionnaire

Q1. Please evaluate to which extent the following statements reflect your CSO* situation:

Statements		Scoring <i>0 – not fulfilled; 1 – partially fulfilled; 2 - fulfilled</i>
1.	Clear written documentation of governance procedures exists: constitutive documents, internal regulation documents, organizational chart, strategic plan (covering at least a 2-year period)	
2.	Clear vision and mission of the organisation are written, regularly reviewed, promoted and followed in all activities	
3.	The composition of the governing body is based on clear criteria which reflects a diverse background of the members	
4.	The governing body has a clear role and is actively engaged in providing overall strategic direction and regular performance reviews	
5.	System for prevention of conflict of interest exist (with regard to staff activity and governing body's decision-making in place)	
6.	Written policies on ethical practice and values exist and guide the existence of the organisation	
7.	CSO consults beneficiaries and other stakeholders in decision making and activities	
The minimum score required for an organization to be counted as having transparent and accountable governance procedures is 8		Total score:

***in the case of coalitions and federations, the statements reflect their situation and not that of their members**

Annex 4.	OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANISATIONS AND THE SECTOR)
	Indicator 33. Number of CSOs with effective management procedures

Survey questionnaire

Q1. Please evaluate to which extent the following statements reflect your CSO* situation:

Statements		Scoring <i>0 – not fulfilled; 1 – partially fulfilled; 2 - fulfilled</i>
1.	Clear organisational structures with lines of accountability and responsibilities defined in the by-laws	
2.	Clear written Finance Manual exists (procedures which cover financial rules, routines and processes)	
3.	Knowledge and documents system management (institutional memory) which is used systematic and includes monitoring and evaluation practices	
4.	Policies and practices for human resources development exist which include training for staff (paid and unpaid), mentoring and supervision and staff appraisal procedures	
The minimum score required for an organization to be counted as having effective management procedures is 5		Total score:

***in the case of coalitions and federations, the statements reflect their situation and not that of their members**

Annex 5.	OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANISATIONS AND THE SECTOR)
	Indicator 34. Number of CSOs that regularly disseminate information on their activities and results to the public

Survey questionnaire

Q1. Please evaluate to which extent the following statements reflect your CSO* situation:

Statements		Scoring <i>0 – not fulfilled; 1 – partially fulfilled; 2 - fulfilled</i>
1.	Functional webpage (URL active) updated with all important activities, achievements, publications of the CSO	
2.	Profile in a social network (Facebook, Instagram etc.) which is constantly updated	
3.	At least one partnership with mass-media	
4.	Annual report published and available to the public (including the composition of the board of directors or members in the case of federations / coalitions, details of the projects carried out in the current year, the financial situation according to the balance sheet, sources of financing - including 2%)	
5.	At least one public event per year (doors open day, press conference etc.)	
6.	CSO has a communication plan which includes objectives, methods, channels, targets and a clear branding	
The minimum score required for an organization to be counted as an organization that regularly disseminate information on their activities and results to the public is 7		Total score:

***in the case of coalitions and federations, the statements reflect their situation and not that of their members**

Annex 6.	OUTCOME 4. ENHANCED CAPACITY AND SUSTAINABILITY OF CIVIL SOCIETY (ORGANISATIONS AND THE SECTOR)
	Indicator 35. Number of CSOs with at least two funding sources, each comprising at least 20% of their total annual budget

Survey questionnaire

Q1. Does your CSO* dispose of at least 2 sources of funding each of which is larger than 20% of its total yearly budget?

1. Yes <input type="checkbox"/>	2. No <input type="checkbox"/>
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Q2. If yes, please provide details.

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***in the case of coalitions and federations, the statements reflect their situation and not that of their members**

GLOSAR

AWARENESS RAISING CAMPAIGN: Planned series of coordinated communication activities that are realised to achieve a common goal, for a defined target group and are conducted in a defined period of time. Awareness raising campaigns should have a common subject of communication activities and a common message. A single project could encompass more than one awareness raising campaign, but the subject and the goals of the campaigns must be clearly defined and distinguished. A single communication activity (i.e. single event, advertisement, announcement(s) in social media etc. is not considered as a campaign, but as part of one, and must not be counted separately).

BASELINE: The situation before the start of an intervention – the reference point for measuring change. More specifically, it is the value of a particular indicator at the beginning of an intervention against which variations that occur are measured.

DATA COLLECTION METHODS: The modality of collecting achievement data. Some examples of data-collection methods are observation; analysis (of media, records or documents); survey; interview; focus groups etc.

END BENEFICIARIES: Individuals or groups expected to reap tangible benefits of an intervention. In service provision projects some outputs are delivered directly to the end beneficiaries. In that case, no intermediary target groups are necessary.

INDICATOR: A quantitative or qualitative variable that specifies what is to be measured along a scale or dimension. It should always be expressed in neutral terms: it should neither indicate the direction or change nor embed a target.

INTERMEDIARIES: A target group the project seeks to influence in order to achieve results for the end beneficiaries.

OUTCOME: Outcomes are the (short and medium-term) effects of an intervention's outputs on the intermediaries or end beneficiaries.

OUTPUT: Outputs are the products, capital goods and services delivered by a project to the beneficiaries. Outputs are easy to attribute directly to the resources used and the activities performed. They are usually within the greatest control of the implementing organisation.

TARGET: A particular value for a performance indicator to be accomplished by a specific date in the future. It is what the intervention would like to achieve within a certain period of time in relation to one of its expected results (outputs, outcome and/or impact).

TARGET GROUP: See *INTERMEDIARIES* and *END BENEFICIARIES*

TRAINING: Organised learning activity aimed at imparting information in order to improve the recipient's knowledge or skills (e.g. courses, workshops or seminars, guided on-the-job training or lessons).

Programme Indicators – Guidance Manual
www.activecitizensfund.ro

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