

DIAGNOSIS OF THE AGENCY'S NEEDS (DNA) - Technical and Monitoring Section

Project Number: _____
 Project Name: _____
 Executing Agency Name: _____

(C) TECHNICAL AND MONITORING CAPACITY

- 1 Does the Institution have previous experience in the area or subject matter of the proposed initiative? If yes, please indicate in the "Comments" section the number of similar projects executed in the last five years and results achieved.
- 2 Does the Institution have staff with relevant experience in the activities and the subject matter of the project?
- 3 Does the Institution have an acceptable degree of legitimacy (recognized capacity or authority) among the beneficiary group (e.g. entrepreneurs, associations and communities)?
- 4 Does the Institution have a strategic plan which is updated periodically (annually, bi-annually or every 3 years)?
- 5 Does the Institution have an annual operating plan which is updated periodically?
- 6 Does the current institutional Annual Operating Plan include details regarding activities, corresponding indicators, defined roles and responsibilities for staff, timing and an itemized budget?
- 7 Does the Institution have sufficient information about the beneficiaries to enable them to develop baseline data?
- 8 Does the Institution have tools or systems (electronic or manual) in place to evaluate the results of its projects?
- 9 Do the tools or systems allow the monitoring of: (i) Activities (completed activities); (ii) Outputs (specific products); (iii) Outcomes (impact on the beneficiaries)?
- 10 Do the tools or systems generate reports reviewed by management or other staff tasked with monitoring projects?

ANSWERS EXECUTING AGENCY

YES	NO	COMMENTS
YES		ONE DROP has an extensive record of implementing integrated projects in developing countries. Latin America & Caribbean Project Countries: Nicaragua (2005-10), Haiti (2010-13), Honduras (2008-15), El Salvador (2010-16), Guatemala (2015-19) 326,400 people reached 92,800 people provided access to safe water 24,200 people provided adequate access to sanitation 236,670 people educated on sustainable WASH practices (multidisciplinary shows/ artistic workshops) 2,500 microloans
YES		
YES		We work with INGO that have an acceptable degree of legitimacy among the beneficiary group OK
YES		Strategic Plan for 3 years 2014-2017 received. ok
YES		Operational Plan updated each year. Please provide more detail, proof
YES		Please share to verify
YES		We have designed specific TOR to collect baseline data of each project/Program Please provide ToR for Guatemala
YES		We have developed a multi-layered MEL framework and we use AKVO Flow to collect monitoring data. Please provide more detail and supporting evidence
YES		Please provide supporting evidence
YES		Please provide supporting evidence