

**Annex II – Logical Framework**

*A logical framework (or log frame) is a project design and management tool that illustrates its internal logic and names its planned results. The log frame summarises in the form of a table key project information: objectives, outputs, activities, indicators, and key underlying assumptions. As an organising tool, the log frame will support all MPF grant applicants in naming, quantifying, measuring, and reporting their planned results (i.e., outputs, outcomes, objectives, and their relevant indicators).*

*The project log frame should address the following questions:*

* *What is the overall aim or objective of the project?*
* *What are the specific expected results – both outputs and outcomes/specific objectives – that will contribute to this overall objective?*
* *What activities will be carried out to achieve these results?*
* *What is the project’s internal logic? That is, how will the projects outputs contribute to the achievement of the project’s outcomes/specific objectives and overall objectives?*
* *How will progress towards the achievement of objectives, outputs, and outcomes/specific objectives be measured? What indicators will the project team use to track and measure progress?*

*The log frame**is arranged to allow grant applicants to show how activities and outputs contribute to the achievement of specific objectives, which in turn contribute to the overall objective of the project. The first section covers the contribution the grant will make to the MPF programme objectives. This is followed the grant’s overall objective and indicators to measure progress towards this objective.[[1]](#footnote-1)The next section covers the first specific objective of the project, followed by the related outputs and activities. The remaining two sections follow the same format for specific objectives two and three. The recommended maximum number of specific objectives is three – applicants may also include just one or two specific objectives as appropriate.*

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| Overall Objective | Indicators | Baseline | Targets | Data sources / Means of verification |
| *Instructions: Please insert below the overall objective This is the ultimate change expected as a result of planned project activities and outcomes. This objective represents the broader, longer-term change to which a project team anticipates their project will contribute over time (including after the project is complete).* | ***Instructions:*** *Please insert below a minimum of one and a maximum of five indicators to measure the change to which you expect your project to contribute.**[[2]](#footnote-2) Please use a new row for each indicator.* | ***Instructions:*** *For each indicator at overall objective level, please insert your baseline, that is, the current value of your indicator, if known.*  | ***Instructions:*** *For each indicator, please insert your planned target for the end of the project. This target should represent a realistic change to which your project will contribute over time (often, after the project’s end).* | ***Instructions:*** *Please list the data source or sources of information you will use to collect and report information on this indicator.*  |
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| Specific Objective 1 (SO1) |
| *Specific objectives/ refer to the results that a project team expects to achieve by the time the project is complete. They often include changes in knowledge, attitudes, behaviours, laws, institutions, or policies that are achievable within the timeframe of your project.*  |
| Specific Objectives/ Outcomes | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification** |
| *Instructions. Please list Specific Objective 1 below. Specific objectives should start with the following formulation: ‘To+ infinitive’ (e.g., ‘To increase xx’) and should be specific, measurable, and achievable.* | ***Instructions:*** *For each specific objective, please insert 2-5 indicators to measure the change to which you expect your project to contribute.1 Please use a new row for each indicator.* | ***Instructions:*** *For each indicator, please insert your baseline, that is the current value of your indicator, if known.* | ***Instructions:*** *For each indicator, please insert the target you expect to achieve by project end. This target should represent a realistic change that you anticipate your project can achieve.* | ***Instructions:*** *Please list the data sources or sources of information you will use used to collect and report information on this indicator.* |
| Specific objective 1:  |  |  |  |  |
| SO1 Outputs |
| *Outputs are the specific deliverables the project team plans to produce as a result of key project activities. Some examples include training materials, research studies, trained staff, or new equipment and trainings. These deliverables are within the control of the project team, who are accountable for producing them using project resources, plans, and capacities. Each output should have at least one indicator, which should be formulated in a straightforward and measurable manner, e.g. number of curricula developed, number of research studies completed, number of staff trained.* |
| Outputs | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification**  |
| *Instructions: Please list below the concrete deliverables the project team plans to produce through project activities under Specific Objective 1.[[3]](#footnote-3)* *Please insert additional rows if necessary.* | ***Instructions:*** *Please insert 1-2 indicators for this specific objective to measure the change to which you expect your project to contribute.1 Please use a new row for each indicator.* | ***Instructions:*** *For each indicator,**please insert your baseline, that is the current value of your indicator.[[4]](#footnote-4)* | ***Instructions:*** *For each indicator,**please insert your target to be achieved by project end. This target should align with a realistic and necessary set of planned project deliverables.* | ***Instructions:*** *Please list the data source or sources of information you will use used to collect and report information on this indicator.* |
| *Output 1.1:*  |  |  |  |  |
| Outputs | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification**  |
| *Output 1.2:* |  |  |  |  |
| *Output 1.3:*  |  |  |  |  |
| *Output 1.4:* |  |  |  |  |
| *Output 1.5:*  |  |  |  |  |
| SO1 Activities |
| *Instructions: Please list the key, planned project activities that will produce the projects outputs/deliverables. Please group the activities by Output (Op) and number them as follows (the same numbering and titles should be used in the application form).* |
| * Output 1.1:
* A 1.1.1. – "Title of activity"
* A 1.1.2. – “Title of activity"

(related to Op 1.1.)* Output 1.2:
* A 1.2.1. – "Title of activity"

(…) |

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| Specific Objective 2 (SO2) |
| Specific Objectives/ Outcomes | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification** |
| Specific objective 2:  |  |  |  |  |
| SO2 Outputs |
| Outputs | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification**  |
| *Output 2.1:*  |  |  |  |  |
| *Output 2.2:* |  |  |  |  |
| *Output 2.3:*  |  |  |  |  |
| *Output 2.4:* |  |  |  |  |
| *Output 2.5:*  |  |  |  |  |
| SO2 Activities |
| * Output 2.1:
* A 2.1.1. – "Title of activity"
* A 2.1.2. – “Title of activity"

(related to Op 2.1.)* Output 2.2:
* A 2.2.1. – "Title of activity"

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| Specific Objective 3 (SO3) |
| Specific Objectives/ Outcomes | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification** |
| Specific objective 3:  |  |  |  |  |
| SO3 Outputs |
| Outputs | **Indicators** | **Baseline** | **Targets** | **Data sources / Means of verification**  |
| *Output 3.1:*  |  |  |  |  |
| *Output 3.2:* |  |  |  |  |
| *Output 3.3:*  |  |  |  |  |
| *Output 3.4:* |  |  |  |  |
| *Output 3.5:*  |  |  |  |  |
| SO3 Activities |
| * Output 3.1:
* A 3.1.1. – "Title of activity"
* A 3.1.2. – “Title of activity"

(related to Op 3.1.)* Output 3.2:
* A 3.2.1. – "Title of activity"

(…) |

1. Please note that MPF is commissioning an external evaluation team to conduct an evaluation of all grants. The evaluators will be able to assist in collecting data for indicators at overall and specific objective level. MPF can provide further advice in this regard. [↑](#footnote-ref-1)
2. Indicators should be clearly measurable in a way that can be understood consistently by all stakeholders. This is often best achieved with quantifiable indicators. [↑](#footnote-ref-2)
3. Please number the outputs based on their corresponding specific objective as shown. [↑](#footnote-ref-3)
4. For outputs, this will generally be zero. [↑](#footnote-ref-4)