

Pioneering Real-time Impact Monitoring and Evaluation

Glossary of terms

Giel Ton, October 2015

To harmonise the working in our external communications, PRIME has made a glossary of key terms to be used in the reporting:

Activity:

A specific action or process undertaken over a specific period of time by an organization to convert resources to products or services to achieve results.

Assumptions:

A proposition that is taken for granted, as if it were true. For project management, assumptions are hypotheses about causal linkages or factors that could affect the progress or success of an intervention.

Bias:

The extent to which a measurement, sampling, or analytic method systematically underestimates or overestimates the true value of a variable or attribute.

Causality:

The relationship between one event (the cause) and another event (the effect) which is the direct consequence (result) of the first.

Control Group:

A group that does not receive the services, products or activities of the program being evaluated, and when these are randomly provided to the treatment group.

Comparison Group:

A group that does not receive the services, products or activities of the program being evaluated but where these services, products or activities are not randomly provided to the treatment group.

Counterfactual:

A hypothetical statement of what would have happened (or not) had the program not been implemented.

Effect:

Intended effect:

Intended change in outcome areas due directly or indirectly to an intervention.

Unintended effect:

Unintended change in outcome areas due directly or indirectly to an intervention.

Impact:

An effect that is caused by or attributable to a project or program, when these refer to higher level effects of a program. Preferably used as 'Development impact'.

Impact Evaluation:

A systematic study of the effects of a particular intervention, such as a project, program or policy.

Indicator:

Quantitative or qualitative variable that provides reliable means to measure a particular phenomenon or attribute.

Key indicators:

A focused selection of indicators that provide a reliable means to measure an outcome area in the intervention logic

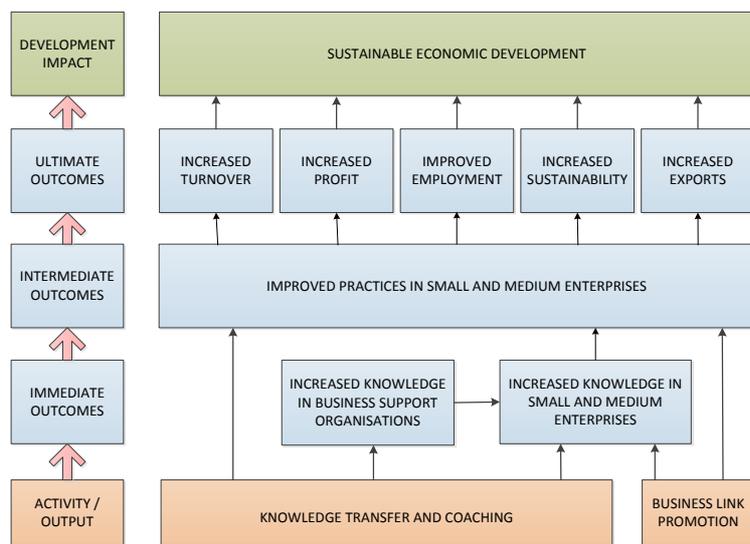
Monitoring:

The performance and analysis of routine measurements to detect changes in status.

Outcomes:

Areas where indicators are being monitored, in order to detect effects of the support.

- **Immediate outcomes:**
Firm knowledge about business practices
- **Intermediate outcomes:**
Application of business practices in the firm
- **Ultimate outcomes:**
Business performance of the firm
- **Development impact:**
Sustainable economic development



Outputs:

The products, goods, and services which result from an intervention.

Performance:

The results of business practices of SMEs related to turn-over, profits, employment, sustainability and exports (Ultimate outcomes).

Programme:

A set of interventions, activities or projects that are typically implemented by several parties over a specified period of time and may cut across sectors, themes and/or geographic areas.

Project:

A discrete activity (or 'development intervention') implemented by a defined set of implementers and designed to achieve specific objectives within specified resources and implementation schedules. A set of projects make up the portfolio of a program.

Real-time:

Regular (annual) information collection that is being processed and interpreted through yearly analysis and updates of findings.

Results:

Not used. Preferably the term 'effects' will be used.

Treatment group:

A group that receives the services, products or activities of the program being evaluated.