

# GENDER AND DEVELOPMENT UNIT

## Box 7. Summary checklist for the assessment of proposed projects

Element and item/question (col.1)	Done? (col. 2)			Score for an item/ elem ent* (col. 3)	Results or comments (col. 4)
	No (2a)	Partly (2b)	Yes (2c)		
<b>1.0 Involvement of women and men (max score: 2; 1 for each item)</b>					
<i>1.1 Participation of women and men in beneficiary groups in problem identification (possible scores: 0, 0.5, 1.0)</i>					
<i>1.2 Participation of women and men in beneficiary groups in project design (possible scores: 0, 0.5, 1.0)</i>					
<b>2.0 Collection of sex-disaggregated data and gender-related information (possible scores: 0, 1.0, 2.0)</b>					
<b>3.0 Conduct of gender analysis and identification of gender issues (max score: 2; 1 for each item)</b>					
<i>3.1 Analysis of gender gaps and inequalities related to gender roles, perspectives and needs, or access to and control of resources (possible scores: 0, 0.5, 1.0)</i>	<b>0.5</b>				
<i>3.2 Analysis of constraints and opportunities related to women and men's participation in the project (possible scores: 0, 0.5, 1.0)</i>	<b>0.0</b>				
<b>4.0 Gender equality goals, outcomes, and outputs (possible scores: 0, 1.0, 2.0)</b> <i>Does the project have clearly stated gender equality goals, objectives, outcomes, or outputs?</i>					
<b>5.0 Matching of strategies with gender issues (possible scores: 0, 1.0, 2.0)</b> <i>Do the strategies and activities match the gender issues and gender equality goals identified?</i>					

<b>6.0 Gender analysis of likely impacts of the project (max score: 2; for each item or question, 0.67)</b>					
6.1 Are women and girl children among the direct or indirect beneficiaries? (Possible scores: 0, 0.33, 0.67)					
6.2 Has the project considered its long-term impact on women's socioeconomic status and empowerment? (Possible scores: 0, 0.33, 0.67)					
6.3 Has the project included strategies for avoiding or minimizing negative impact on women's status and welfare? (Possible scores: 0, 0.33, 0.67)					
<b>7.0 Monitoring targets and indicators (possible scores: 0, 1.0, 2.0)</b> <i>Does the project include gender equality targets and indicators to measure gender equality outputs and outcomes?</i>					
<b>8.0 Sex-disaggregated database requirement (possible scores: 0, 1.0, 2.0)</b> <i>Does the project M&amp;E system require sex-disaggregated data to be collected?</i>					
<b>9.0 Resources (max score: 2; for each question, 1)</b>					
9.1 Is the project's budget allotment sufficient for gender equality promotion or integration? OR will the project tap counterpart funds from LGUs/partners for its GAD efforts? (Possible scores: 0, 0.5, 1.0)					
9.2 Does the project have the expertise in promoting gender equality and women's empowerment? OR does the project commit itself to investing project staff time in building capacities within the project to integrate GAD or promote gender equality? (Possible scores: 0, 0.5, 1.0)					
<b>10.0 Relationship with the agency's GAD efforts (max score: 2; for each question or item, 0.67)</b>					
10.1 Will the project build on or strengthen the agency/ NCRFW/ government's commitment to the empowerment of women? (Possible scores: 0, 0.33, 0.67) <i>IF THE AGENCY HAS NO GAD PLAN: Will the project help in the formulation of the implementing agency's GAD plan?</i>					
10.2 Will the project build on the initiatives or actions of other organizations in the area? (Possible scores: 0, 0.33, 0.67)					

<p>10.3 Does the project have an exit plan that will ensure the sustainability of GAD efforts and benefits? (Possible scores: 0, 0.33, 0.67)</p>					
<p><b>TOTAL GAD SCORE – PROJECT IDENTIFICATION AND DESIGN STAGES</b></p>					

Evaluated by:

Noted by:

**Name of Proponent**  
*Designation*

**SARAH C. ARANGES, MM**  
*GAD Focal Person*

## GUIDE FOR ACCOMPLISHING THE GAD CHECKLISTS

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### PROJECT DEVELOPMENT STAGE

The GAD checklist for project development contains 10 requirements for a gender-responsive project design (see Box 7). Project proponents and evaluators of the project proposal must ascertain whether each of the requirements has been met and in what degree these have been complied with. There are three possible responses to the question “Has the required activity been done?” These are *no*, *partly*, and *fully*.

1. Put a check  in the appropriate column (2a to 2c) under “Done?” to signify the degree in which a project proponent has complied with the GAD element: under col. 2a if nothing has been done; under col. 2b if an element, item, or question has been partly complied with; and under col. 2c if an element, item, or question has been fully complied with.
2. A partial and a full yes may be distinguished as follows.
  - a. For *Element 1.0*, a “partly yes” to Item 1.1 means meeting only with male officials, with the exception of a woman or a few women, who also happen to be officials in the proponent or partner agency or organization: or with male and female officials and some male beneficiaries. In contrast, full compliance involves meeting with female and male officials and consulting with other stakeholders, including women and men that could be affected positively or negatively by the proposed project. A “partly yes” to Item 1.2, on the other hand, means that inputs or suggestions might have been sought from woman and man beneficiaries but not considered at all in designing project activities and facilities.
  - b. For *Element 2.0*, “partly yes” means some information has been classified by sex, but this may not be key data that will help identify key gender issues that a planned project must address. In contrast, a full “yes” requires that qualitative and quantitative data are cited in the analysis of the development issue or project.
  - c. For *Element 3.0*, a “partly yes” to Item 3.1 means a superficial or partial analysis has been done by focusing on only one or two of the concerns (gender roles, needs, perspectives, or access to and control of resources) while a “partly yes” to Item 3.2 means that an analysis of either constraints or opportunities, instead of both, or an analysis of constraints and opportunities only by women or by men, has been done.
  - d. For *Element 4.0*, “partly yes” means having a gender equality statement incorporated in any of the following levels: goal, purpose, or output. A full “yes” requires the integration of gender equality in at least two of the three levels.
  - e. For *Element 5.0*, “partly yes” means having gender equality strategies or activities, but no stated gender issues that will match the activities, while a full “yes” requires an identified gender issue and activities that seek to address this issue.

- f. For *Element 6.0*, a “partly yes” to Item 6.1 means women or girls comprise less than a third of the project’s indirect or direct beneficiaries. To Item 6.2, it means the project focuses on affecting socioeconomic status with no consideration to women’s empowerment. To Item 6.3, it means mitigating strategies deal only with minimizing negative impact on welfare, with disregard to status. A full “yes” to an item under Element 6.0 means women or girls constitute at least a third of the project beneficiaries (Item 6.1), the project will impact on both material condition and status (6.2), and the project seeks to minimize negative impact on women’s status as well as welfare (6.3).
  - g. For *Element 7.0*, “partly yes” means the project monitoring plan includes indicators that are sex-disaggregated, with no qualitative indicator of empowerment or status change.
  - h. For *Element 8.0*, “partly yes” means the project requires the collection of some sex-disaggregated data or information, but not all the information that will track the gender-differentiated effects of the project. A full “yes” means all sex-disaggregated data and qualitative information will be collected to help monitor the GAD outcome and output results.
  - i. For *Element 9.0*, “partly yes” means there is a budget for GAD-related activities but not sufficient to ensure that the project will address relevant gender issues (9.1), or to build GAD capacities among project staff or the project agency, or to tap external GAD expertise (9.2).
  - j. For *Element 10.0*, a “partly yes” to Item 10.1 means there is mention of the agency’s GAD plan but no direct connection is made to incorporate the project’s GAD efforts into the plan. To Item 10.2, there is mention of other GAD initiatives in the project coverage but no indication of how the project will build on these initiatives. To Item 10.3, it means the project has a sustainability plan for its GAD efforts but there is no mention of how these could be institutionalized within the implementing agency or its partners.
3. Enter the appropriate score for an element or item under column 3.
- a. To ascertain the score for a GAD element, a three-point rating scale is provided: “0” when the proponent has not accomplished any of the activities or questions listed under an element or requirement; a score that is less than the stated maximum when compliance is only partial; and “2” (for the element or requirement), or the maximum score for an item or question, when the proponent has done all the required activities.
  - b. The scores for “partly yes” differ by element. For instance, the score for “partly yes” for Elements 2.0, 4.0, 5.0, 7.0, and 8.0 is “1.” For elements that have two or more items or questions (such as Elements 1.0, 3.0, 6.0, and 10.0), the rating for a “partial yes” is the sum of the scores of the items or questions that fall short of the maximum “2.0.”
  - c. Because Elements 1.0 and 3.0 have been broken down into two items each, the maximum point (full “yes”) **for each item** is pegged at “1.0” and that for “partly yes” is “0.5.” The score for the element will be a positive number that is lower than “2.0,” the maximum score for the element.
  - d. For Elements 6.0 and 10.0, which have three items each, the maximum score **for each item** is pegged at “0.67” and for “partly yes” is “0.33.” The rating for the element will be “partly yes” if the total score of the three items is positive but less than “2.0,” the maximum for the element.
  - e. For Element 9.0, which has two items (9.1 and 9.2), the maximum score **for each item** is pegged at “1.0” and for “partly yes” is “0.5.” Hence, if a project scores a full “1.0” in one question but “0” in the other, or if a project scores “partly yes” (or “0.5”) in each of the two items, the total rating for Element 9.0 would be “partly yes” with a score of “1.0.” If a project scores “partly yes” (0.5) in one item but no (0) in the other, the total rating for the element will be “0.5.”

For an element (col. 1) that has more than one item or question, add the score for the items and enter the sum in the thickly bordered cell for the element.

Add the scores in the thickly bordered cells under column 3 to come up with the GAD score for the project identification stage.

Under the last column, indicate the key gender issues identified (for proponents) or comments on the proponent's compliance with the requirement (for evaluators).

### Interpretation of the GAD

0-3.9	GAD is invisible in the project (proposal is returned).
4.0-7.9	Proposed project <b>has promising GAD prospects</b> (proposal earns a "conditional pass," pending identification of gender issue/s and strategies and activities to address these, and inclusion of the collection of sex-disaggregated data in the monitoring and evaluation plan).
8.0-14.9	Proposed project is <b>gender-sensitive</b> (proposal passes the GAD test). Proposed project is <b>gender-responsive</b> (proponent is commended).