Number of actionable recommendations identified or collected to inform project, program, or initiative performance

Indicator Number: 59

Logic Model Component: Outputs (Reach and Engagement)

Data Type(s): Count

Short Definition: Refers to the number of actionable recommendations to inform project, program, or initiative performance or adjustments that were collected from the use of adaptive practices.

Definition and Explanation (Long): This indicator refers to the number of actionable recommendations to inform project, program, or initiative performance or adjustments that were identified or collected from the use of adaptive practices or from sessions or activities focused on reflection and analysis of monitoring data. The number can be used to calculate a percentage of action taken.

Data Requirements: Quantitative and qualitative data from the review and analysis of meeting minutes, reports, and other documentation to determine how many recommendations are actionable.

Data Sources: Administrative records and reports

Frequency of Data Collection: Quarterly, semiannually, or after specific activities

Purpose: This indicator reports the number of recommendations collected that are actionable. Recommendations should identify a point of contact or timeframe for its use, rather than be a general statement that provides no next steps. This indicator should help staff to reflect on whether the stated recommendations can be used, by whom, and by when. By collecting the number of actionable recommendations, a percentage of actions taken can be calculated.
during an internal assessment (see Act subcategory).

**Issues and Challenges:**

Although a project, program, or initiative has conducted adaptive management approaches, and followed through on their identified work plan activities, it does not necessarily mean that the sessions were of high quality or contributed to programmatic improvements. Review and analysis of documentation can help determine how many recommendations are actionable, such as actions taken within the scope of the project, program, or initiative; responsibility and next steps are clearly documented; and budget and time allocated, and so on. Teams can determine how best to define "actionable" to meet the project, program, and/or initiative needs.

**Related Indicators:**

The number of key actionable findings, experiences and lessons learned captured, evaluated, synthesized, and packaged (indicator 5) is critical to collect in order to determine the number/proportion of actions taken.

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