

Guidelines to the DCED Standard for Results Measurement: Reporting Costs and Results

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Where these Guidelines fit in the Standard

The DCED Standard specifies seven elements of a successful results measurement system. This guide covers the sixth element; reporting results. For guidance on all of the elements of the Standard, visit [the DCED website](#), or see these links.

- 1) [Articulating the results chain](#)
- 2) [Defining indicators of change and other information needs](#)
- 3) [Measuring attributable change](#)
- 4) [Capturing wider change in the system or market](#)
- 5) [Tracking costs and impact](#)
- 6) **Reporting costs and results**
- 7) [Managing the system for results measurement](#)

How to use these Guidelines

These guidelines are for programmes implementing the DCED Standard for Results Measurement in Private Sector Development. The DCED Standard provides a practical framework for programmes to monitor their progress towards their objectives, enabling them to better measure, manage and demonstrate results.

The Standard specifies four *control points*, which programmes should follow while reporting results. Each control point is further broken into *compliance criteria*, which indicate whether the control points are met or not. For each control point, this guide provides additional advice explaining what they mean, and how to comply. It also links to further guidance and resources.

Some of the control points are required for compliance with the Standard (highlighted below with 'Must') while others are recommended, but not required.

Use these guidelines to better understand what the DCED Standard requires, and how to achieve it. By doing so, you will strengthen the quality of your results measurement system, and be better able to measure, manage, and demonstrate your results.

These guidelines are a work in progress, and we hope to update them in future. If you have any suggestions or contributions, please email Coordinator@Enterprise-Development.org

Reporting Results

The Standard requires all programmes to document their results. This is a critical aspect of results measurement, as if data is not well reported, it cannot be well used. This reporting could be for internal use, reporting to donors, or the wider development community.

Transparent and public reporting of results has the potential to improve the sector by making important information available and demonstrating the often impressive impact of PSD. However, it does also carry risks – for example, that early adopters might be penalised rather than rewarded. Consequently, the Standard does not require public reporting, although it is recommended. The DCED will never publish programme results without permission.

This section outlines the Standard's requirements for reporting, whether internally or externally. They are quite general, and individual programmes remain free to communicate their own measurements and data as they deem appropriate.

Control Point 6.1: The programme produces a report at least annually which describes results to date. (Must)

Compliance Criteria:

- *A report that describes results and expenditure to date is produced annually.*
- *The report produced provides sufficient information on progress, achievements, and explanations on how, why and for whom changes are occurring.*

The report clearly explains where other programmes or actors have contributed to the achievement of reported changes. High-level indicators, such as the common impact indicators, should be aggregated and reported at least annually. The Standard does not require more regular reporting, as reporting can be costly in time and resources. Reporting should always serve a clear purpose rather than become an end in itself.

Qualitative information is essential in order to give the context of the report, explain what the programme has been doing, and explain the quantitative data. It may also be important when reporting on sustainability, systemic change, capacity building, and other aspects of the project that are hard to quantify. Consequently, the report should not be restricted to quantitative information.

Impact level indicators – such as increases in employment, income or enterprises – are often affected by multiple factors. One important contributor is frequently other publically funded programmes, whether donor or government, and private contributions. If these have also contributed to the achievement of the programme goals, then the reporting should acknowledge this clearly and honestly.

Control Point 6.2: Results of gender impact are reported. (Recommended)

Compliance Criterion:

- *The report outlines impact on gender.*

Control Point 6.3: Results of systemic change are reported (Recommended)

Compliance Criteria:

- *The report outlines systemic changes at market actors level*
- *The report outlines systemic changes at beneficiaries' level.*

Systemic change should be assessed and reported, as described in the [DCED Guide to Capturing Wider Changes in the System or Market](#). 'Direct' figures will show the number of people that the programme directly supported, subsidised, or benefited. 'Indirect' figures show the number of people that benefited from systemic change facilitated by the programme. For example, if businesses began to copy the new techniques introduced by the programme without any direct input, the number of people served by these businesses will be 'indirectly' helped.

Control Point 5: Results are published (Recommended)

Compliance Criterion:

- *The report is publicly available.*

As discussed above, public reporting is recommended but not required by the Standard.