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This tool is published by INTRAC in conjunction with the [Monitoring, Evaluation and Learning toolkit for small charities](http://www.intrac.org/ba-mel-toolkit)authored by Anne Garbutt – part of a collection of [five toolkits](http://www.intrac.org/ba-toolkits) produced as part of the [*Strengthening Small Organisations with Big Ambitions*](https://www.intrac.org/projects/strengthening-small-organisations-with-big-ambitions/)programme (2021-2022). This programme was funded by the UK Foreign, Commonwealth & Development Office (FCDO) through a Small Charities Challenge Fund (SCCF) Capacity Development Grant

# **MEL tool – logframe**

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| Please refer to section 3.4 of the [MEL toolkit](http://www.intrac.org/ba-mel-toolkit) for guidance on how and when to use this tool. See also the sections **on Objectives and on Indicators** to help you fill the first two columns. You may need more rows for multiple outputs or activities.  NB We strongly recommend you read the whole toolkit at least once before starting to use any of the tools. |

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| --- | --- | --- | --- |
| **Narrative summary** | **Objectively verifiable indicators** | **Means of verification** | **Assumptions** |
| **GOAL** | Information needed to assess if goal is being achieved | Method to be used to collect data against indicator |  |
| **OBJECTIVES** | Information needed to assess achievement of objective | Method to be used to collect data against indicator | What needs to happen for objective to lead to goal |
| **OUTPUTS** | Information needed to assess if outputs were delivered | Method to be used to collect data against indicator | What needs to happen for output to lead to outcome |
| **ACTIVITIES** | Information needed to assess if activities were carried out | Method to be used to collect data against indicator | What needs to happen for activities to lead to outputs |
| **INPUTS**  Resources needed to carry out activities: e.g. people, infrastructure, materials… | | | |