

Annex XXII

**INDICATIVE REQUIREMENTS FOR GENDER MAINSTREAMING
FOR MULTILATERAL FUND-SUPPORTED PROJECTS**

Project cycle phase	Project requirements	Suggested outcomes/outputs	Suggested indicators
MANDATORY PROJECT REQUIREMENTS AND INDICATORS			
Project preparation	Narrative/form includes a specific paragraph on gender	Project preparation request is gender-responsive (or: gender is adequately mainstreamed into project formulation form)	▪ A specific paragraph on gender is added to the project preparation request
Planning / formulation	Conducting initial gender assessment and preparation of a report	Project proposal is gender-responsive (or: gender is adequately mainstreamed into project proposal)	▪ Gender assessment undertaken and included in the final project proposal
Implementation	Efforts are undertaken to achieve gender parity among project staff in the project monitoring and implementation unit	Gender equality among project staff is achieved	▪ Number / percentage of women and men employed through project
	Implement gender assessment recommendations and adjust activities based on need as the project evolves	Gender is considered throughout project implementation	▪ Implementation of gender assessment recommendations is on track
Monitoring and reporting	Prepare gender-responsive project implementation reports	Project monitoring and reporting is gender-responsive (i.e., tranche implementation reports and annual progress reports)	▪ Quantitative data collected for reporting is disaggregated by sex where applicable ▪ Gender reporting (e.g., annual progress and tranche reports) to include gender-responsive activities undertaken, knowledge products on gender produced, good practices and lessons learned, and allocation of financial resources for gender activities where applicable
OPTIONAL PROJECT REQUIREMENTS AND INDICATORS			
Project preparation	Stakeholders with gender expertise are consulted as part of stakeholder consultations (e.g., non-governmental organizations (NGOs) working on gender, gender focal points within ministries; ministries/ departments working on gender)	Active collaborations with entities / individuals with sector-specific gender expertise are established (e.g., gender focal points in Ministries, NGOs, gender consultants)	▪ Number of stakeholders with gender expertise consulted during preparation phase. ▪ Number of stakeholders with gender expertise actively contributing to project preparation (and/or other phases of the cycle)

Project cycle phase	Project requirements	Suggested outcomes/outputs	Suggested indicators
	Collection and presentation of sex-disaggregated data where applicable	Project formulation form is gender-responsive (or: gender is adequately mainstreamed into project formulation form)	Where applicable, data are presented in sex-disaggregated format (yes/no)
	Budget includes fund allocations for gender assessment and preparation of gender action plan		- Specific budget lines for gender-related work (e.g., gender assessment and gender action plan) are included. - Project has budget line for affirmative action based on need (yes /no) - Gender-related work is mainstreamed into the overall budget (i.e., parts of the budget allocated to project activities can be used to support initiatives that support gender equality and women's empowerment) (yes/no)
Planning / formulation	Preparation of Gender Action Plan based on findings from gender assessment	Project proposal is gender-responsive (or: gender is adequately mainstreamed into project proposal)	Gender Action Plan is prepared and disseminated among project stakeholders
	Development of gender-responsive project results framework		- Project objectives, outputs, and activities consider gender (yes/no) - Results-framework includes affirmative action (yes/no) - Project indicators are gender-responsive (e.g., where applicable indicators request sex-disaggregated data)
	Project budget facilitates implementation of gender action plan		- Specific budget lines for gender-related work (e.g., gender assessment and gender action plan) are included. - Project has budget line for affirmative action based on need (yes /no) - Gender-related work is mainstreamed into the overall budget (i.e., parts of the budget allocated to project activities can be used to support initiatives that support gender equality and women's empowerment) (yes/no)

Project cycle phase	Project requirements	Suggested outcomes/outputs	Suggested indicators
Implementation	Ensure project staff have required gender competence	Project staff have adequate gender competence and are sensitized to the specific gender dimensions of the project	▪ Number of gender trainings provided to staff. ▪ Number of trainings provided to staff on gender and specific project focus (e.g., gender dimensions of refrigeration sector)