

DEMOGRAPHIC DIVIDEND TRACKING TOOL

Based on Future Cities Africa Knowledge Platform (FCA-KP) standard

Copied and edited from the selection report: "Options for data collection, reporting and decision-making to support the Demographic Dividend in Kenya Counties."



FCA Knowledge Platform Standard

The Future Cities Africa project addressed the needs of data collection and peer learning between devolved governments and countries. One of the outputs of the FCA project is a “Knowledge Platform Standard” for data and evidence processes in devolved governments. By analysis of the Demographic Dividend Tracking Tool needs, the relevance of the Knowledge Platform Standard to the Tracking Tool requirement was documented. The FCA KP Standard has been used to inform comparison of options. FCA Knowledge Platform Standard addresses platform support for Learning and Scale-up, Performance Management Systems, Capacity Building, Payment for Results and M&E. Each of these tracking tool related processes has functional requirements for a platform. These functional requirements or “KP Features” are organized into six themes in the table below. Options 1 (Spreadsheet), 2 (Custom programming) and 3 (off the shelf, cloud based shared service) were assessed against these six themes. The selected option was option 3 as reflected in the CoG adopted Demographic Dividend Report <http://aphrc.org/wp-content/uploads/2017/05/Making-Data-Systems-Work-for-Counties-May-2017.pdf>.

The FCA-KP Functional Criteria are briefly described below. Use these feature requirements to assess possible tools and tool configurations to ensure support for devolved government core data processes.

Theme	KP Feature (Bold is mandatory)	Description (The Platform Supports)
Quality	Tested (reality check)	To meet the FCA Knowledge Platform Standard (FCA-KP Standard), a platform must be tested and assessed to support the following criteria.
Content Type	KPIs	Saving Key Performance Indicators in a library, updating versions and using the KPIs in monitoring dashboards. The platform should allow KPIs to be aligned to and organised according to Sustainable Development Goals.
Content Type	Maturity models	Formulating colour coded maturity models to assess the degree of implementation of a change lifecycle.
Content Type	Capacity	Monitoring of capacity development using maturity models and building the capacity of users 'on the job' through review of check lists indicating next steps and access to learning resources for progression.
Content Type	Functionality	Monitoring of functionality, for example the presence of a process or organisational unit within an organisation.
Content Type	Process maturity	Maturity models can be used to monitor the degree of maturity of a process.
Content Type	Metadata/Typology	The platform allows characteristics to define a typology as metadata to be linked to an entity such as a city, district, county or department.
Content Type	Linked knowledge	Knowledge linked to indicators to be used for on-the-job learning and large-scale capacity building.
Access/Visualise	Traffic lights Dashboard	Colour coded dashboards to highlight data of interest such as exceptions and red.
Access/Visualise	Search Organisations	Searching for organisations such as cities in a network to rapidly access relevant information.
Access/Visualise	Gauges Dashboard	Fuel gauge style displays to show indicator status including colour codes.
Access/Visualise	Trend in Results	Dashboard displays including time series indicator or maturity model data such as months or quarters.
Access/Visualise	Compare Organisations	Side-by-side comparison and benchmarking of entities/organisations such as cities.
Access/Visualise	Infographic Summary	Display of summary information for an entity/organisation as a configurable and easy to read infographic combining KPI data, maturity model data and entity/organisation characteristics.
Maintainable	Add organisations	Entities/organisations can be added through simple configuration.
Maintainable	Add indicators	Indicators can be added through simple configuration.
Maintainable	Amend indicators	Indicators can be amended through simple configuration and previous versions are logged.
Data Management	Organisation dimension	Underlying database allows query and reporting by entity/organisation.

Theme	KP Feature (Bold is mandatory)	Description (The Platform Supports)
Data Management	Time dimension	Underlying database allows query and reporting by time such as month, quarter or year.
Data Management	Administration role	Administration role for entire platform with delegation for individual entities/organisations.
Data Management	Aggregated Organisations	Simple aggregation of indicators and results up one or more governance hierarchies.
Data Management	Summary in database	Summary and aggregated results can be stored in platform database.
Data Management	Detailed data in database	Detailed underlying data recorded in platform database.
Data Management	Relational reporting	Relational reporting supported with SQL.
Data Management	Cloud-based Shared Svc	Platform delivered as a cloud-based shared service with appropriate administration and security.
MEL/PMS/PfR	Reporting windows	Configured time windows to automate data collection, approval and reporting calendars.
MEL/PMS/PfR	Responsible reporters role	Role based security including designated users with distinct rights to develop and use reports.
MEL/PMS/PfR	Approvers role	Role based security including designated users with distinct rights to approve data and evidence.
MEL/PMS/PfR	Action Management	Actions with configurable lifecycle linked to indicators and entities to manage corrective actions.
MEL/PMS/PfR	Plan-Do-Check-Act	Full support for plan-do-check-act cycle for quality management approach to recommendations, audit findings and continuous improvement.
MEL/PMS/PfR	Evidence Capture	Capture of evidence linked to KPI and maturity model results for accountability and evidence based decision making.

The following shows FCA Knowledge Platform (FCA-KP) Standard rating of Demographic Dividend Tracking Tool options and the requirements of core data processes for Kenya Counties. Core Data Processes of M&E, Performance Management Systems, Payment for Results, Performance Management Systems and Learning and Scale-up of good practice are in columns. Check marks indicate that the process requires a particular Knowledge Platform Standard feature. The FCA-KP features are listed on the left.

● Feature Present & Integrated. ○ Feature present, not Integrated. * Feature Missing. ☑ Feature required. Bold items mandatory.

Theme	KP Feature (Bold is mandatory)	Opt 1	Opt 2	Opt 3	LSU Learn & Scale	PMS Perf. Mgt. System	CBL Capacity Building Levels	PfR Payment for Results	MEL M&E and Learning
Quality	Tested (reality check)	●	●	●	☑	☑	☑	☑	☑
Content Type	KPIs	●	●	●	☑	☑	☑	☑	☑
Content Type	Maturity models			●	☑	☑		☑	☑
Content Type	Capacity			●	☑	☑		☑	☑
Content Type	Functionality			●	☑	☑		☑	☑
Content Type	Process maturity			●	☑	☑			☑
Content Type	Metadata/Typology	●	●	●	☑			☑	☑
Content Type	Linked knowledge			●	☑				
Access/Visualise	Traffic lights Dashboard	●	●	●	☑	☑			
Access/Visualise	Search Organisations		●	●		☑	☑	☑	☑
Access/Visualise	Gauges Dashboard			●					
Access/Visualise	Trend in Results		●	●		☑	☑	☑	☑
Access/Visualise	Compare Organisations		●	●	☑	☑		☑	☑
Access/Visualise	Infographic Summary			●		☑			
Maintainable	Add organisations			●	☑	☑			☑
Maintainable	Add indicators			●	☑	☑		☑	☑
Maintainable	Amend indicators			●	☑	☑		☑	☑
Data Management	Organisation dimension		●	●	☑	☑		☑	☑
Data Management	Time dimension		●	●		☑	☑	☑	☑
Data Management	Administration role		●	●	☑	☑	☑	☑	☑
Data Management	Aggregated Organisations		●	●		☑		☑	☑
Data Management	Summary in database		●	●	☑	☑		☑	☑
Data Management	Detailed data in database		●	●	☑	☑	☑	☑	☑
Data Management	Relational reporting		●	●*		☑		☑	☑
Data Management	Cloud-based Shared Svc			●	☑	☑	☑	☑	☑
MEL/PMS/PfR	Reporting windows			●		☑	☑	☑	☑
MEL/PMS/PfR	Responsible reporters role			●		☑	☑	☑	☑

● Feature Present & Integrated. ○ Feature present, not Integrated. ✖ Feature Missing. ☑ Feature required. Bold items mandatory.

Theme	KP Feature (Bold is mandatory)	Opt 1	Opt 2	Opt 3	LSU Learn & Scale	PMS Perf. Mgt. System	CBL Capacity Building Levels	PfR Payment for Results	MEL M&E and Learning
MEL/PMS/PfR	Approvers role			●		☑		☑	☑
MEL/PMS/PfR	Action Management			●		☑	☑	☑	☑
MEL/PMS/PfR	Plan-Do-Check-Act			●		☑	☑	☑	☑
MEL/PMS/PfR	Evidence Capture			●	☑	☑	☑	☑	☑