Charity Organization «Charity Fund named after Avhustyn Voloshyn»

Regulations on Monitoring and Evaluation

Monitoring and evaluation of project effectiveness (M&E)

Approved
by decision of the Board of the Fund
Minutes No. 2 of 7 September 2026

English translation · the Ukrainian original prevails

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the Charity Organization «Charity Fund named after Avhustyn Voloshyn»
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REGULATIONS ON MONITORING AND EVALUATION OF PROJECT EFFECTIVENESS

1. General Provisions

1.1. These Regulations on Monitoring and Evaluation of Project Effectiveness (hereinafter — the Regulations) establish a uniform approach of the Charity Organization «Charity Fund named after Avhustyn Voloshyn» (hereinafter — the Fund) to planning, tracking and evaluating the results of its charitable programmes and projects.

1.2. The purpose of monitoring and evaluation (hereinafter — M&E) is to ensure that the stated project objectives are achieved, that resources are used effectively and that donors and the Board receive reliable information on the results of the Fund's activities.

2. Planning Performance Indicators

2.1. For each project of the Fund, a results framework (logframe / theory of change) is developed before implementation begins, defining:

— the goal and the expected results of the project (impact, outcomes, outputs);

— indicators of achievement of the results (quantitative and qualitative), with baseline and target values;

— the sources and methods of data collection for each indicator;

— the frequency with which the indicators are measured.

2.2. The results framework is approved by the Executive Director (for internal projects) or agreed with the donor (for grant-funded projects) before the project begins.

3. Ongoing Monitoring

3.1. The employee of the Fund responsible for the project keeps a running record of the project's performance indicators (number of beneficiaries, amount of

assistance provided, progress against the work plan) at the frequency set by the results framework, but at least once a quarter.

3.2. Monitoring data are recorded in a form that allows them to be verified (lists of beneficiaries, certificates of assistance provided, photo reports, supporting documents), in compliance with the requirements of the Beneficiary Personal Data Protection Policy.

3.3. If significant deviations of the actual indicators from the planned ones are identified (above an established threshold, for example 20%), the officer responsible immediately informs the Executive Director, giving the reasons and proposing corrective actions.

4. Final Evaluation

4.1. After the project is completed, a final evaluation is carried out, which includes an analysis of the achievement of the planned results, the efficiency of resource use and the lessons learned.

4.2. For projects that are large in scale or duration, the Board of the Fund may decide to engage an independent external evaluator.

4.3. The results of the final evaluation are taken into account when planning the Fund's subsequent projects and form part of the reporting to the donor in accordance with the Procedure for Reporting to Donors.

5. Feedback from Beneficiaries

5.1. The Fund provides a feedback channel for beneficiaries (oral request, written form, telephone/e-mail) enabling them to express satisfaction or complaints regarding the assistance received.

5.2. The information received is taken into account in the monitoring and evaluation of the relevant project, and complaints about misconduct by staff or volunteers are considered in accordance with the Whistleblower Protection Policy and the Beneficiary Safety and Protection Policy.

6. Responsibility

6.1. The overall coordination of the M&E system is carried out by the Executive Director of the Fund or by a specially appointed monitoring and evaluation coordinator.

6.2. The project officers responsible ensure the timely and reliable collection of data on the indicators of their projects.

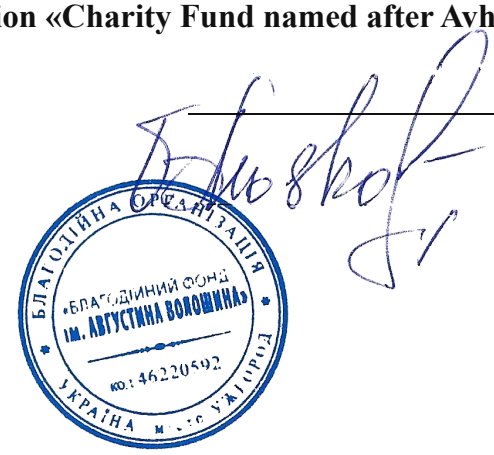
7. Final Provisions

7.1. These Regulations are approved by the Board of the Fund and apply to all projects of the Fund, unless otherwise provided by the terms of a specific grant agreement.

Charity Organization «Charity Fund named after Avhustyn Voloshyn»:

Chair of the Board _____ / V.A. Moskov /

7 September 2026



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