**Performance Monitoring Plan (PMP)**

**Organization Name:**

**Project Period:**

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| **Performance Indicator** *(Must be #, %, or completion of specific deliverable)* | **Indicator Definition**  *(Must clearly explain what each of the terms in the indicator refer to and how they will be measured.)* | **Data sources/**  **Verification**  *(What forms or documents will verify this indicator?)* | **Frequency**  *(How frequently will this data be reported?)* | **Targets**  *(What do you plan to achieve by the end of Q1, Q2, Q3, and Q4?)* | | | | **Responsible Staff**  *(Who is responsible for collecting this data?)* |
| **Q1**  **31 DEC** | **Q2**  **31 Mar** | **Q3**  **30 June** | **Q4**  **30 Sept** |
| **OBJECTIVE 1:** | | | | | | | | |
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| **OBJECTIVE 2:** | | | | | | | | |
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| **OBJECTIVE 3:** | | | | | | | | |
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