

COLLECT THE INGREDIENTS

Must-have's indicate what you should have at a minimum in your first year of writing your report, and "nice-to-have's" and "love-to-have's" suggest what you can build on in coming years.

✓ Set the context:

Must-have:

- Who we are, partners

Like to have:

- Relevant environmental factors
- Case for poverty reduction
- Public statements supporting action on poverty

Love to have:

- Vignettes offering insight/empathy into poverty

✓ Framework and Approach (Module 1)

Must-have:

- Definitions, domains, multi-level framework

Like to have:

- Key indicators

Love to have:

- Threshold(s)

✓ Progress & Impact (Module 3)

Must-have:

- Outputs: The number of people directly or indirectly affected by your contributions to: niche/programmatic interventions, systems changes, and shifts in awareness and will.

Nice to have:

- Outcomes: Explain how people's lives have been affected (ex. improved access to transportation)

Love to have:

- Impact: Implications for targeted and population-level changes (ex. decreases in social assistance case loads, increases in Grade 10 literacy rates)

✓ Methods and Limitations (Module 5)

Must-have:

- How the data was gathered
- Contribution
- Limitations
- Implications

