

MEL Indicator Matrix

The complete set of indicators tracked across all BFFS programmes, with data sources, baseline, targets, and reporting frequency.

Owner	Last updated	Version
BFFS MEL Team	1 April 2026	1.0

Brightening the Shameful Days — headline indicators

CODE	INDICATOR	DEFINITION	BASELINE	TARGET	CURRENT	SOURCE
H1	Girls reached	girls empowered with year-round dignity kits	0	500	120	Distribution logs, audits
H2	Schools served	schools across Samburu Central & East	0	10	4	Distribution logs, audits
H3	Absenteeism reduction	reduction in menstrual-related absenteeism	0%	50%	15%	Distribution logs, audits
H4	Teachers trained	teachers trained on MHM and stigma reduction	0	30	10	Distribution logs, audits
H5	Community reached	community members reached through forums	0	3,000	600	Distribution logs, audits
H6	Pad banks	pad banks serving 9 wards of Samburu County	0	9	9	Distribution logs, audits

Output indicators (by month)

MONTH	PADS DISTRIBUTED	GIRLS NEWLY REACHED	TEACHERS TRAINED	DATA SOURCE
January 2026	500	50	3	Monthly distribution log + training register
February 2026	440	30	4	Monthly distribution log + training register
March 2026	500	40	3	Monthly distribution log + training register

Outcome indicators (annual)

INDICATOR	MEASUREMENT	COLLECTION METHOD	FREQUENCY
School attendance on menstrual weeks	% of enrolled girls attending all 5 school days	School register audit	Quarterly
MHM knowledge score	Average pre/post-test score change	Teacher training pre/post tests	Per training session
Community openness	% of surveyed parents who report discussing menstruation with their daughter	Community forum exit surveys	Per forum
Girls' Health Club activity	Average weekly sessions held per club	Student co- facilitator notes	Monthly
Donor trackability	% of donations traceable to a specific school	BFFS admin panel records	Quarterly

Reporting cadence

- **Monthly** — Headline indicator values updated in the BFFS admin panel; reflected on the public impact dashboard within minutes.
- **Quarterly** — Narrative impact report PDF published to the Impact page downloads section.
- **Annually** — Full impact report with financial statement, published each January.

Data quality protocols

- All distribution logs are countersigned by a teacher at delivery and photographed by the BFFS field officer.
- Monthly counts are reconciled against the pad bank stock audit before being entered into the admin panel.

- Any indicator that moves more than 20% in a single month triggers a review by the Executive Director before publication.
- All raw data is stored in locked files in the BFFS Maralal office and is never shared with donors at the individual level without explicit consent.

Bright Future Foundation Samburu

Siambu Plaza, Maralal Town, Samburu County, Kenya · Registered CBO SBU/C/CBO/41373/2017

bffsamburu@gmail.com · +254 714 582 013 · www.brightfuturefoundation.org