

MEL Plan 2026

How we measure, learn from, and report on Brightening the Shameful Days and the wider BFFS programme portfolio.

Period

January — December 2026

Last updated

1 April 2026

Owner

BFFS MEL Team

1. Purpose

This MEL plan describes the indicators, data sources, collection methods and reporting cadence BFFS uses to track the performance of the Brightening the Shameful Days project and our broader pillar work. It is a living document maintained by the MEL officer and reviewed quarterly by the Executive Director.

2. Theory of change

If girls in Samburu County have (a) year-round access to sanitary products, (b) accurate knowledge of menstrual health, and (c) a community that speaks openly about periods, then girls will miss fewer school days and complete more years of education, leading to delayed marriage, improved health outcomes, and greater economic opportunity.

3. Headline indicators

The six indicators below define programme-level success. They are visible on the public impact dashboard at brightfuturefoundation.org/impact.

CODE	INDICATOR	TARGET	CURRENT	% OF TARGET
H1	Girls reached girls empowered with year-round dignity kits	500	120	24%
H2	Schools served schools across Samburu Central & East	10	4	40%
H3	Absenteeism reduction reduction in menstrual-related absenteeism	50%	15%	30%

CODE	INDICATOR	TARGET	CURRENT	% OF TARGET
H4	Teachers trained teachers trained on MHM and stigma reduction	30	10	33%
H5	Community reached community members reached through forums	3,000	600	20%
H6	Pad banks pad banks serving 9 wards of Samburu County	9	9	100%

4. Data collection methods

- **Distribution logs** — signed by each teacher at every kit delivery, photographed and uploaded to the BFFS admin panel monthly.
- **Classroom attendance audits** — baseline and midline reviews of attendance registers at each partner school, comparing menstrual-week attendance before vs. during the programme.
- **Girls' Health Club session notes** — brief weekly notes from student co-facilitators, collected at monthly field visits.
- **Teacher training pre- and post-tests** — short knowledge checks administered at each MHM training session.
- **Community forum headcounts** — documented on attendance sheets, stored in the BFFS Maralal office.

5. Reporting cadence

Monthly indicator updates are pushed to the live dashboard via the BFFS admin panel. Quarterly narrative reports are published as downloadable documents on the Impact page. An annual impact report is produced in January covering the previous calendar year.

6. Safeguarding & ethics

No identifying information about any minor or survivor appears in any report without written consent. Photographs with faces require guardian sign-off, tracked in the BFFS admin panel against each story of change. Raw distribution logs and attendance audits are stored in secure BFFS office files and never shared with donors at the individual level.

7. Governance

This plan is reviewed quarterly by the Executive Director and the MEL officer. Material changes are logged with a new version number in the BFFS admin panel. Donors may request the latest version at any time by contacting bffsamburu@gmail.com.

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