

Gender Mainstreaming Checklist for Projects

Question		Yes	No	Partially	Comments
Project Analysis/Justification	1. Does the project explicitly address a gender issue or issues? If so, please describe and if not, please provide explanation.				
	2. Does the background/context analysis of the project: i) examine the different situations, roles, needs and challenges faced by women and men and ii) analyse whether women and men will be differently affected by the project (in terms of their rights, needs, roles, opportunities, etc.)?				
	3. Does the project build on or consider any human rights/gender equality instruments, commitments, policies, assessments, etc. (e.g. CEDAW, Beijing Platform for Action, National Gender Action Plans, Universal Human Rights & Global Gender Gap Index)?				
Strategy	4. Does the project approach specify how it will address the gender issues identified in the analysis? If not, please provide explanation.				
Data and Statistics	5. Will the project collect and use sex disaggregated data and qualitative information to analyse and track the gender issues it addresses (including share of women and men beneficiaries)?				
Results Framework	6. Are outcomes, outputs and activities designed to meet the different needs and priorities of women and men?				
	7. Does the results framework include gender responsive indicators, targets and a baseline to monitor gender equality results?				
Budget	8. Have adequate financial resources been allocated for the proposed gender activities (vis-à-vis % of total budget)?				
Stakeholders and Participation	9. Are women/gender focused groups, associations or gender units in partner organizations consulted/included in the project?				
	10. Does the project ensure that both women and men can provide inputs, access and participate in project activities (target at least 40 % of whichever gender is underrepresented)?				
Gender Capacities	11. Do the project manager and/or other key personnel have gender expertise/knowledge?				
	12. If not, does the project intend to recruit a gender advisor or expert to help in project implementation?				
	13. Will all project staff be sensitized to gender (e.g. staff will complete online gender sensitization course)?				
Management & Implementation Arrangements	14. Do the project implementation arrangements follow gender equality and equal opportunities principles (i.e. gender balanced recruitment of project personnel, and gender balanced representation in project committees)?				
	15. Will project staff performance appraisals incorporate questions related to the addressing of gender issues in their work (e.g. staff will have gender related tasks incorporated in their job descriptions)?				
Monitoring & Evaluation	16. Will the monitoring and evaluation of the project cover gender issues and behavioural changes towards greater gender equality?				