

# Project Quantification (V1.2)

This **Project Metrics** form collects Input Metrics related to each project i.e. details around the beneficiaries of a specific project, certain key impact metrics of a project to assess impact and evaluate project operations aspects and projects sustainability.

**This form needs to be filled annually as a part of the checklist process to disburse funds for the new academic year and should be done once every year.** The form is to be filled by the project steward or a chapter volunteer with sufficient interaction with the project partner. This form must not be filled by a non-Asha volunteer.

Going through the following ARC proposal will help prepare the answers before filling the form:  
<https://wiki.ashanet.org/display/COORD/Collecting+Input+Metrics+annually+from+all+Asha+Projects>

- INSTRUCTIONS:
1. Keep all the required information (based on the questions in the ARC) ready before trying to fill the form
  2. Follow other question specific instructions and examples in the form.
  3. If a project partner is involved in work along more than one project type (see categories in the ARC):
    - (a) If the set of beneficiaries is the same, fill the form only once, selecting all the relevant project types.
    - (b) If the sets of beneficiaries are different for different project types, fill separate forms for each set of beneficiaries.
  4. *Overall, it is important to ensure that the number of beneficiaries and budget does not get double counted anywhere in the whole process of filling the Project Metrics forms.*
  5. Create a pdf of the form once submitted (an email from projects@ashanet.org is sent automatically) and upload to your projects page with the right identifier as Project Metrics Form. This should be linked to the checklist with a dropdown menu for the latest submission.

[Please email [projects@ashanet.org](mailto:projects@ashanet.org) with subject line "Project Metrics Query" if you have any questions regarding the form.]

ashok.panigrahi@gmail.com [Switch account](#)



\* Indicates required question

Email \*

Your email

How many forms do I need to fill for a project partner? See this example...  
Let's say Asha is funding an NGO partner XYZQ for three projects:  
A: Primarily Teacher Training  
B: Support for the trained Para-Teachers in Govt. Schools  
C: Residential Facility and After-school Learning for 100 children (& not related to Project A and B)

In this case, the steward/volunteer will fill two forms.

Form #1 will be for projects A and B combined as beneficiaries are the same for the two projects. The form must contain only details around Teacher Training and Para-teachers projects. Since this form is not intended to collect impact metrics, the number of children indirectly benefited through the para teachers should not be entered.

Form #2 will be for Project C as the set of beneficiaries is different from the others and will contain details for Residential Facility and After-school/Supplemental Learning.

Project URL \*

What is the [ashanet.org](https://wiki.ashanet.org) Project page URL for this project?

Your answer

Project Name \*

What is the project name?

Your answer

Checklist Number

What Checklist number(s) does this correspond to? Please submit this once every academic year.

Your answer

Year of funding \*

For which funding year do the metrics correspond to? Enter "2019" if the funds corresponding to the metrics were sent in 2019. The information to be filled will be based on the 2019 project proposal and/or progress report by the project partner for year 2019-2020 when the funds sent in 2019 were utilized.

Your answer

Project Partner Email \*

Your answer

Project Partner's Website

Your answer

What are the Project's short-term (1-2 year) goals? \*

Your answer

What are the Project's long-term (5+ years) goals? \*

Your answer

Number of years with Asha \*

How many years has the Project partner been supported by Asha?  
(includes your chapter and other chapters that have worked with the project partner and excludes gap in engagements)

Your answer

Name of person filling in this form \*

Your answer

Chapter Affiliation \*

Example: Write "Seattle" for Asha Seattle chapter. Write "Chennai" for Asha Chennai.

Your answer

Affiliation of person filling the form \*

- ☐ Project Steward
- ☐ Chapter Coordinator
- ☐ Other Chapter Volunteer

Date of submission of this form \*

Date

09/23/2025

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