

A tool for disability mainstreaming in development cooperation projects

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	ENVIRONMENTAL ANALYSIS	PLANNING	IMPLEMENTATION & MONITORING	EVALUATION
Meaningful participation of persons with disabilities (PWDs) and their organisations (DPOs)	<ul style="list-style-type: none"> ➤ Identification of and organising meetings with local PWDs and their organisations. ➤ Conducting disability-inclusive baseline analysis with PWDs and/or their organisations, DPOs. ➤ Include PWDs/DPOs as members in the planning committee. 	<ul style="list-style-type: none"> ➤ Include PWDs/DPOs in planning and decision making i.e. as members of the planning committee. ➤ Joint planning with PWDs/DPOs on disability mainstreaming in the project. ➤ Identification of the main barriers to disability mainstreaming in the project and a plan to address these. ➤ PWDs as equal right holders with other groups. 	<ul style="list-style-type: none"> ➤ Include PWDs/DPOs in the full project cycle starting from the implementation team. ➤ Facilitate meaningful participation of PWDs in the implementation and decision-making process. ➤ Monitoring on disability mainstreaming and whether PWDs benefit on equal basis with other beneficiaries. ➤ Hire PWDs to the project personnel. 	<ul style="list-style-type: none"> ➤ Include PWDs/DPOs in the evaluation, i.e. as members of the evaluation team, consultants, interviewees and so on. ➤ Include disability-specific questions in the evaluation TOR. ➤ Evaluate participation of PWDs/DPOs in the diverse stages of the project. ➤ Assess with PWDs whether results on mainstreaming are on a sustainable basis.
Partnering with local organisations and other actors for disability mainstreaming	<ul style="list-style-type: none"> ➤ Initiate discussions on the rights of PWDs among local partner organisations and potential co-operating partners. ➤ Mapping the level of knowledge on disability among the personnel both in the Global North and South. ➤ Information sharing on the participation of PWDs at full project cycle. 	<ul style="list-style-type: none"> ➤ Co-operate with other disability-inclusive organisations to share information. ➤ Provide training on the rights of persons with disabilities in the global North and South. ➤ Involve local PWDs/DPOs in the training. ➤ Make a joint plan to address attitudinal barriers. 	<ul style="list-style-type: none"> ➤ Inclusive monitoring on disability mainstreaming at full project cycle. 	<ul style="list-style-type: none"> ➤ Include questions addressing disability mainstreaming. ➤ Share lessons learned with co-operating partners.
Accessibility	<ul style="list-style-type: none"> ➤ Analysis of and a plan to change attitudinal barriers for the equal participation of PWDs ➤ Organise meetings in accessible venues. ➤ Provide information in accessible formats. ➤ Acquire knowledge on laws and policies regarding persons with disabilities. 	<ul style="list-style-type: none"> ➤ Accessibility plan to address barriers identified ➤ Project planning considering: <ul style="list-style-type: none"> a) Attitudinal barriers b) Physical accessibility c) Accessibility regarding information and knowledge sharing d) Barriers at policy level and a plan to address these 	<ul style="list-style-type: none"> ➤ Monitoring of the accessibility plan ➤ Address challenges regarding accessibility. 	<ul style="list-style-type: none"> ➤ Disability-inclusive monitoring focusing on accessibility at diverse stages of the project: <ul style="list-style-type: none"> ➤ Were meeting places accessible for all? ➤ Was information shared in an accessible manner so that all had the possibilities to follow? (Braille, sign language...)
Budgeting	<ul style="list-style-type: none"> ➤ Plan a budget for disability inclusive baseline analysis including issues on accessibility. 	<ul style="list-style-type: none"> ➤ Plan a budget for disability mainstreaming with PWDs/DPOs (usually 2–5%). 	<ul style="list-style-type: none"> ➤ Monitoring the use of budget for disability mainstreaming. 	<ul style="list-style-type: none"> ➤ Budget for inclusive evaluation. ➤ Evaluation of the impact and cost of disability mainstreaming.
Documentation	<ul style="list-style-type: none"> ➤ Include disability aggregated information in the baseline study with basic information about PWDs in the project area ➤ Interview PDWs to collect this information. Include men and women and persons with diverse impairments. 	<ul style="list-style-type: none"> ➤ Set a clear target for the participation of persons with disabilities (i.e. 10% of beneficiaries). ➤ Consider setting a quota for the participation of PWDs. ➤ Design disability-inclusive indicators. 	<ul style="list-style-type: none"> ➤ Collect disability aggregated information. ➤ Report on the meaningful participation of PWDs. ➤ Report on co-operation with other partners on disability mainstreaming. 	<ul style="list-style-type: none"> ➤ Include both qualitative and quantitative information on the participation of PWDs in the project. ➤ Collect impact stories from PWDs.
Sustainability	<ul style="list-style-type: none"> ➤ Mapping of awareness and knowledge on disability issues among project personnel. ➤ Plan to address training and information needs. ➤ Motivate personnel for disability mainstreaming. 	<ul style="list-style-type: none"> ➤ Disability-inclusive approach/planning as part of the organisation (not only at project level). ➤ Disability-inclusive strategy/policies and a guideline for disability mainstreaming. ➤ Training of the personnel. 	<ul style="list-style-type: none"> ➤ Monitoring mechanism in place to follow disability mainstreaming. ➤ Continuous support on disability mainstreaming for the personnel. 	<ul style="list-style-type: none"> ➤ Evaluation of disability-inclusion at the organisational level. ➤ Documentation and sharing of good practices.