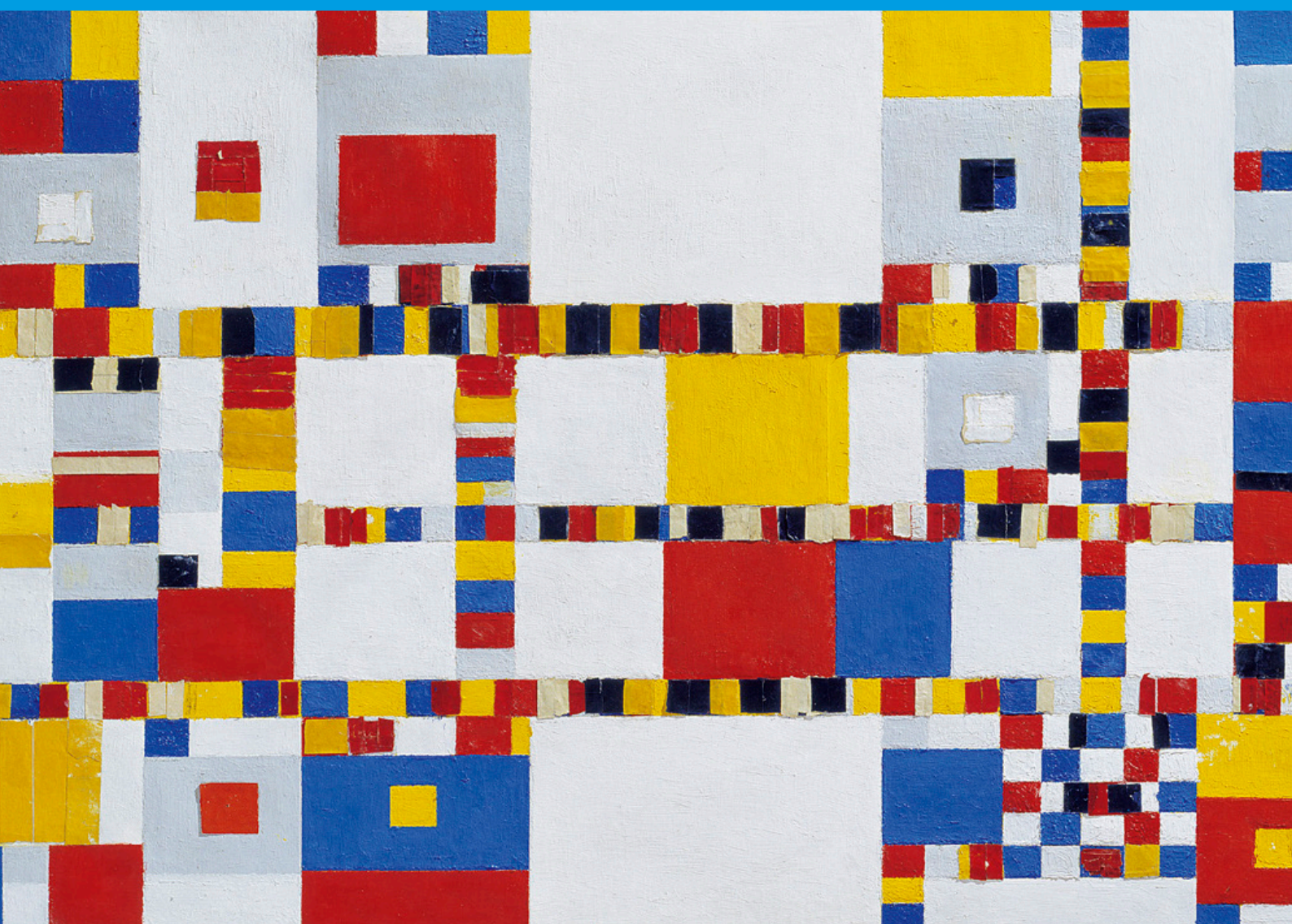Ministry of Foreign Affairs

# How to use
# the IATI Standard

*Publication Guidelines for Partners, Contractors and*
*Suppliers of the Netherlands Ministry of Foreign Affairs*

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# How to use the IATI Standard

*Publication Guidelines for Partners, Contractors and Suppliers of the Netherlands Ministry of Foreign Affairs*

# Table of Contents

# Foreword by Reina Buijs

## Using the IATI Standard for network transparency in Dutch-supported development initiatives

In its international development cooperation, the Netherlands works with a broad range of development partners, including other donors, governments of recipient countries, civil society organisations, knowledge institutions and the private sector.

Transparency about what we do and how we cooperate with our partners is crucial. In order to improve transparency, the Netherlands has decided to use open data to gather knowledge and to monitor and enhance our development efforts.

We envisage that in doing so several ambitions will come together.

> We want to **improve the way we communicate** with the public, stakeholders and political decision-makers about what we do.

> We want to **enhance transparency in the chain and open up networks** in the development sector, looking at who achieves what with the support we provide. We want to create insight into the development initiatives the ministry supports, as well as the network of parties involved and their respective roles.

> We want to ensure that decision-making on our strategies, learning and monitoring is more **data driven and data informed** and focused on enhancing impact.

The transition towards open data requires that information be made available in a format that can be published and accessed by all partners. The International Aid Transparency Initiative (IATI) has defined an open data standard for development cooperation. These guidelines explain how to use the IATI standard for publishing results and other information regarding activities financed by the Netherlands.

I am confident these guidelines will give you a good understanding of how to publish your data using the IATI standard. We have tried to make the guidelines usable and concise. However, if you have any questions or find any of the information inaccurate or unclear, please contact us at helpdesk-opendata@minbuza.nl.

By working together and being open, we will move towards more effective and efficient interventions and boost the impact of our work. These guidelines will support those efforts.

Reina Buijs,
*Deputy Director-General for International Cooperation*

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# 1

# Introduction & principles

The Netherlands Ministry of Foreign Affairs supports a variety of organisations and initiatives in international development. Until now, every recipient organisation reports about their activities on paper. Currently, the ministry does not prescribe a fixed format that applies to all reports. As a result, creating an overview of where and on what the Dutch contribution to international development cooperation is spent and which results are achieved is a complex and time consuming process.

In order to provide a better and more timely insight in the actual development initiatives supported by the ministry, it is moving towards data-driven progress reporting. Collecting open data about which activities take place where, with whom, in which sectors and with which results in an open data format will contribute to easier access to what is being achieved. In turn this will facilitate better decision making and policy making.

At the same time, the move from paper reporting to digital reporting in a standard format is expected to make information easier to archive, retrieve and compare, and save time for both those composing the report (implementing partners) and those receiving the reports (donors).

The International Aid Transparency Initiative (IATI) standard provides this common, open format in which data about development activities can be published and shared. Currently IATI is the global standard for publishing information on international development in an open data format. Already more than 360 development organisations are publishing in IATI. The Netherlands Ministry of Foreign Affairs has made progress reporting using the IATI standard mandatory from the 1st of January 2016 onwards for all ODA activities it is funding and which have a financial envelope of more than 250.000 Euro.

Even as a standard, IATI provides flexibility and variation in how to represent development activities. This document explains the ministry's goals and principles and translates them into a model for creating meaningful IATI publications that can be used to report progress to the ministry, amongst other use purposes.

These guidelines have been developed and piloted in consultation with a broad range of implementing partners and the broader IATI community.

The guidelines of this document are intended for partners who receive funding through the Netherlands Ministry of Foreign Affairs.

This document assumes prior knowledge of the concept of open data and more specifically of the IATI standard. For further explanation of these concepts please visit the IATI website.

This document is separated in 4 parts.

- Part 1 – Introduction and principles: gives relevant information on the rationale for using IATI as well the main principles for effective digital reporting on development cooperation to the Netherlands Ministry of Foreign Affairs.
- Part 2 – Criteria: gives an overview of the requirements asked for by the Ministry of Foreign Affairs.
- Part 3 – How to Build your Publication: explains the model the ministry has developed, and how you can use this model to publish data about your organisation's activities in a meaningful way.
- Part 4 – IATI Activity Level Elements and Use: gives a detailed explanation of the exact use of the different fields in an IATI publication.

## 1.1  Goal

The goal of reporting progress in an open data format is to:
- facilitate fact-based decision and policy making;
- gain a better insight in who does what, where, with whom, in which sectors and with which results, to enable progress monitoring;
- create network transparency by showing how organisations and development activities relate to each other;
- be able to report digitally on the progress of activities, thereby replacing more traditional ways of progress reporting;
- make it easier and less time-consuming to archive, retrieve, share and compare information;
- support learning between the ministry and the partners it supports, in particular with respect to results.

## 1.2  Principles

The ministry has developed these guidelines so that IATI publications produced by implementing partners of the ministry provide sufficient insight in progress on implementation and can serve as official progress reports about their activities.

An important advantage of IATI is its flexibility. Activities and initiatives can be 'modeled' in an IATI activity file in multiple ways. This may create challenges for interpreting IATI data across organisations. By using these guidelines, publishing organisations funded by the ministry will use the same build-up of the activity files. This specific model, while allowing considerable flexibility in reporting, makes it easier to combine the data from various publishers and create a full picture of activities and progress: for the ministry, but also for the publishing organisations, the partners involved, the general public, etc.

The following principles are applicable when building your IATI file:

**Publish who you are, what your role is and who you work with**
- Organisations should only publish data they collect themselves and for which they are directly accountable. If you publish data of activities that you do not manage or own yourself, you run the risk of re-publishing what someone else is publishing already, resulting in inconsistencies and double counting. Publishing data of others may also lead to legal, privacy, data integrity or data quality issues. See also 1.4 and 1.5.
- IATI data about an activity should provide insight into who is involved in what capacity: who funds the activity, who is responsible for planning the activity, who delivers the activity, etc.
- Organisations should only publish data about the linkages to organisations with which they have a direct relationship. Relational links with organisations further 'up' or 'down' the chain should be published by the partners that have a direct relationship with them. If you want to paint a full picture of the entire network, you should encourage your partners to publish too, and to refer to you in the same way you refer to your donors, implementing partners and alliance members.

**Publish your own results**
- Following the logic of organisations publishing only their own activities, and mentioning their immediate partners, organisations should also publish their own results.
- In cases where there are overarching results, e.g. the case of a program or alliance, such results should be published in the parent activity; while at the same time the detailed results are published connected to the underlying implementing activities. If all partner organisations involved follow the same guidelines, the interrelatedness of their activities (and results) will become clear from the IATI datasets. If all partners synchronise their results and indicators these relations become even more apparent.

**IATI Publication is not financial reporting**
- It is explicitly not the aim of this IATI publishing structure to replace the financial reporting structures already in place. IATI publishing does in other words, NOT replace the financial reporting on activities. All existing financial reporting obligations to the Netherlands Ministry of Foreign Affairs remain unchanged.

## 1.3 Network transparency: connectivity principles

Publishing the linkages between you and your partners creates what we call *network transparency*: making the entire chain between funding organization(s) and various levels of implementing organisations visible, including the results that are achieved at different levels in the network.

In order to achieve network transparency – rather than publishing isolated data sets – it is important to clearly define the relations between organisations and activities. In IATI this is done using several data elements:
- **participating organisations**: this element is used to define the roles of the different organisations involved in an activity;
- **related activities**: this element is used to define the structure of activities within an organization;
- **financial transactions**: this element is needed to define the relationship between specific activities of different organisations.

Together, these data elements determine how activities are linked. Of course these linkages extend beyond the financial aspect and include all elements of the IATI publication. All the other fields – including the results - can be used to give meaning to the set of activities.

In other words: using these data elements in a standard IATI publication as proposed in these guidelines can be used to show relations between activities, both between organisations as within organisations.

A description of how such linkages are created in different use cases can be found in part 3 of these guidelines. Technical details on how the mentioned data elements are structured are presented in part 4.

## 1.4 Monitoring results and progress principles

The primary means to assess the progress of the activity is the result element of the IATI publication. It is important to design the result elements with care, taking into account the framework of the agreed objectives and indicators between you and the ministry and your own expertise in how to translate the agreed objectives into relevant activities. These guidelines include optional result elements that can be used to provide more insight into the results. You are free to use these result elements if that is the case.
It is important to note that results can be qualitative or quantitative. Where possible, results should be expressed using numeric values, as this facilitates analysis and visualization of the results. Although this may feel as a restriction, the IATI standard provides room for explanation of each of the values mentioned in your data set. The challenge is to give a qualitative result a numeric value. An example is shown in section 4.1.11.

## 1.5   Dealing with sensitive data

Possibly, your organisation is implementing activities that deal with sensitive topics or information. For instance, activities that can be considered unacceptable or conflicting with local values by states or societies (e.g. in the areas of human rights, gender or good governance, or because you are dealing with commercial information). In such a case, you may not want to publish all details of your activities in order to both protect those who are doing the work as well as the intervention itself. Similarly if you are working in sensitive geographic areas you may not wish to publish details of your work and/or the location where it takes place.

In such a case you have to take a decision on what can be published and what cannot. Reasons to exclude data depend on each organisation, but can vary from security concerns to the need to protect commercial information.

There are a number of ways in which you can adapt your data to show less detail, thus making the data less sensitive, but still communicate the nature of your activities. Some examples are:
• Anonymise the implementing (or the funding) organisation.
• Publish a recipient region (i.e. a region consisting of several countries) in cases where showing the recipient country or specific location is too sensitive.
• Adapt the descriptions of the activity.
• Don't publish personal information, such as names of individuals.

Publication of data should not cause risks for the people involved in or responsible for the activity. On the other hand, much information is already freely available on the internet. The ministry therefore requests implementing organisations to review sensitive activities on a case-by-case basis, in order to determine a balanced situation between safety on the one hand and a useful, meaningful IATI publication on the other hand. It is up to the publishing organisation to determine what information can be published.

**Exclusion policy**
In case data elements are excluded, IATI requires that the policy of how those exclusions are made, is made public, in order to provide context to those who are using the data.

## 1.6   Information and communication

The IATI format offers a possibility to add important information about the activity that can be used for progress monitoring and for better understanding, context and communication.

In some cases the ministry may request in the contractual agreement that documents regarding the activity are provided, e.g. a Theory of Change, brief reports, photos or other files. Such documents can be attached via document links (see chapter 4.1.9).

Document links and description elements can also be used to add information that is not contractually required, but that enriches the information about the activity and can be used for communication purposes, context or better interpretation of the data. This may include but is not limited to context information, background information, narratives, lessons learned, external publications, videos, and blogs or evaluation reports.

# 2

# Criteria

The Ministry of Foreign Affairs expects all organisations receiving funding to publish an IATI data set covering at least the activities funded by the ministry and following the criteria listed below. Data should be updated and published at least once every year.

These criteria are divided in:
- General requirements: the basic requirements an IATI data set has to meet
- IATI organisation file: the file that describes your organisation
- IATI activities file: a detailed report about the activities your organisation carries out

These requirements will be reviewed occasionally and may change with internationally agreed technical IATI-standard updates or based upon new insights; you will be informed timely of any updates.

Not all data elements (or fields) of either the IATI organisation or the activities files are mandatory in reporting to the ministry. In the sections below, it is indicated which fields are mandatory and which are not.

However, the ministry strongly encourages partners to also publish any other, non-mandatory fields for which they have data. The more information available, the more useful IATI publications become, and the better the insights to improve development outcomes.

## 2.1   General requirements

| | |
|---|---|
| **IATI version** | IATI standard version 2.02 or higher. |
| **Validity** | Organisations are expected to publish an IATI data set that validates against the corresponding IATI schema version. To test your own data, visit the **IATI Public Validator**.<br><br>*Note: the IATI Public Validator only checks the structure of the published XML, not the content.* |
| **Frequency** | Organisations are expected to renew their publication at least on an annual basis. The Ministry encourages publication every quarter, for maximum useability of the data. The link to the IATI data set must be made available on the IATI registry. (http://iatiregistry.org) |
| **Language (of descriptions/ narrative)** | Preferably English. Narratives in other languages can optionally be included if available. |
| **Completeness / coverage** | An IATI publication is mandatory for all activities funded by the Ministry of Foreign Affairs (this applies to all agreements equal to or greater than 250,000 euro and awarded from the 1st of January 2016 onwards). Organisations with more than one agreement with the ministry may choose to publish all activities in one comprehensive IATI publication. It will then not be necessary anymore to produce individual progress reports for agreements less than 250,000 euro. |
| **Scope** | Your IATI activity file should at least contain all the activities which are funded by the Ministry of Foreign Affairs. If the support to these activities is used to implement (underlying) activities, you should also publish these in your data.<br><br>*Example: The ministry funds a program which you subdivide into 6 implementing activities. You publish 7 activities: the program and the 6 activities funded through the program.*<br><br>In case of co-funding or joint funding you also include the funds and commitments being provided by third parties (see chapter Financial). |

## 2.2   IATI Organisation file

The IATI organisational standard is used to describe your organisation. It is designed to report forward-looking aggregate budget information for the reported organisations, and planned future budgets to recipient institutions or countries. The IATI organisational standard is also used to report links to relevant public documents that are not related to one or more specific activities.

Organisations publish this data in an organisation file. It is expected that every organisation publishing IATI data should include one organisation file, which is updated at least annually.

| Data item | Description | Required |
|---|---|---|
| **Organisation data** | | |
| Annual forward planning budget for organisation | Yearly forward looking information on the whole organisation or agency budget, specified by budget line item. Please include at least one year of forward looking data: when publishing in 2015 include budgets for 2016. | Yes |
| Annual forward planning budget for funded organisations | The annual amounts your organisation plans to disburse to each of your partner organisations. | Yes, if available |
| Annual forward planning budget for countries | Yearly forward looking budget for each country worked in by the reporting organisation | Yes, if available |
| Organisation documents | Documents relating to the organisation Which documents? E.g. Annual reports, strategic plans, other documents that provide relevant information on the organisation and its scope of work. | Yes |

## 2.3   IATI Activity file

The following table describes the elements to be published in de IATI activity file on each specific activity. For the formal specification of the elements, please refer to the IATI standard website: http://iatistandard.org/

Ideally all the information that relates to a specific activity should be kept together as much as is possible as this makes the ultimate use of the data by any third party much more efficient. Data should be cumulative (e.g. if publishing every quarter, the new files will include the quarter being reported on, and the previous quarter reported last time, and so on). It will also enable amendments to be made to existing data.

No data should be removed or deleted from published files. It is intended that once published, data remain permanently available. It has to be noted that data that are published on the internet will be available permanently anyway, e.g. via cache memories and because third parties will download and collect data.

| Data item | Description | Required |
|---|---|---|
| **Identification** | | |
| Reporting Organisation | Unique identifier and name of organisation reporting the activity | Yes |
| IATI activity identifier | Constructed with the Reporting Organisation unique identifier and the organisation's chosen activity number. | Yes |
| Other Activity Identifier | | Not required |
| **Basic Activity Information** | | |
| Title | Title of the activity | Yes |
| Description | Description of the activity<br><br>Different types of descriptions are possible, see the explanation in chapter Basic Activity Information | Yes |
| Activity Status | Status of the activity (Pipeline/Implementation/…). See the IATI standard description. | Yes |
| Activity Date | Start and end dates of the activity. | Yes |
| Contact Info | Contact address and email for the reporting organisation | Yes |
| Activity Scope | The geographical scope of the activity: regional, national, sub-national, etc. | Not required |
| **Participating Organisations** | | |
| Participating Organisation | - Funding: Unique identifier, name and type of organisation funding the activity<br>- Implementing: Unique identifier, name and type of organisation carrying out the activity<br>- Accountable: Unique identifier, name and type of organisation responsible for the managing the delivery of the activity<br>- Extending: the organisation which extends the funds. This is the organisation which fulfills the treasury function. This role is most likely only relevant for bilateral donors.<br><br>The use of these fields will be further clarified in chapter Participating Organisations<br><br>*Note: If you work with organisations who also publish to IATI, you are strongly encouraged to use their unique organisation identifiers. For organisations who don't publish to IATI (yet) this unique identifier won't be available.* | Yes |
| **Geopolitical Information** | | |
| Recipient Country | The country or countries that benefit from the activity. | Yes |
| Recipient Region | The region(s) that benefit from the activity. | Yes |
| Location | Location of the activity on a sub-national level | Yes, if available |

| Data item | Description | Required |
|---|---|---|
| **Classifications** | | |
| Sector | The sector(s) that the activity benefits according to the DAC-5 standard | Yes |
| Policy Marker | Indicators which track key policy issues | Yes |
| Collaboration Type | Whether the resource flow is bilateral or multilateral | Not required |
| Default Flow Type | The classification of the resource flow – private flow concessional or at market terms | Yes |
| Default Finance Type | Financing mechanism – grant/loan/capital/export credit etc. | Yes |
| Default Aid Type | Type of assistance provided | Yes |
| Default Tied Status | (Y/N) -Whether there are restrictions on the aid | Yes |
| Country Budget Items | Alignment of activities with both the functional and administrative classifications used in the recipient country's Chart of Accounts.<br><br>*Note: alignment with the country budget items will be done on the basis of the detailed CRS sector codes.* | Not required |
| **Financial** | | |
| Budget | Budget for the activity | Yes |
| Planned Disbursement | Planned payment schedule for future disbursements | Yes, if available |
| Capital Spend | The percentage of the total commitment that is for capital spending | Not required |
| Transactions | - Incoming Commitments<br>- Incoming Funds<br>- Commitments<br>- Disbursements<br>- Expenditures | Yes<br>Yes<br>Yes<br>Yes<br>Yes |
| **Related Documents** | | |
| Document Link (incl. Activity Website) | Documents relating to the activity, including project proposal, Theory of Change, reports, pictures, project updates etc. | Where applicable and relevant and compliant with the contractual agreement with the ministry |
| **Relations** | | |
| Related Activity | Another separately reported IATI activity that is related to this one. | Yes, if applicable |

| Data item | Description | Required |
|---|---|---|
| **Performance** | | |
| Legacy Data | The legacy data element allows for the reporting of values held in a field in the reporting organisation's system which is similar, but not identical to an IATI element. | Not required |
| Conditions | Information on the conditions for the project | Yes, if available |
| Result | Data on results and indicators of the project<br><br>Please take note of the following requirements:<br>1. Where possible, indicator values should be **numeric**.<br>2. For each indicator the baseline, target and actual values are **mandatory**. This is essential in order to assess the progress.<br><br>Note that you are free to use any indicators as you see fit to publish your progress, as long as the indicators are compliant with the agreement between your organisation and the ministry.<br><br>More specific requirements are listed in 4.1.11 Performance | Yes |
| CRS | Additional items specific to CRS++ reporting | Not required |
| FSS | This section allows entry of data required for the OECD DAC Forward Spending Survey at an activity level. | Not required |

# 3

# How to build your publication

Even though IATI is a data standard, there are many possible ways to use the standard. In practice this leads to IATI publications that are hard to link to each other, difficult to compare and often need in-depth analysis to interpret the data.

In order to achieve meaningful IATI publications, that provide understandable insights for all your partners and meet the requirements to serve as an official progress report about your activities, the ministry has developed a model to set up an IATI publication based on use cases.

An important advantage of IATI is its flexibility. Activities and initiatives can be 'modeled' in an IATI activity file in multiple ways. This may create challenges for interpreting IATI data across organisations. By using these guidelines, publishing organisations funded by the ministry will use the same build-up of the activity files. This specific model, while allowing considerable flexibility in reporting, makes it easier to combine the data from various publishers and create a full picture of activities and progress: for the ministry, but also for the publishing organisations, the partners involved, the general public, etc.

Using the same model also makes it easier to check the data of your peer organisations and exchange experiences and insights, or collaborate on tools to produce and use the data.

## 3.1   Roles and responsibilities

As will become clear in the use cases described in section 3.2, the roles and responsibilities of different participating organisations need to be clearly defined. IATI recognises different roles for participating organisations: Funding, Accountable, Implementing and Extending. In practice these roles are used in different ways by different publishing organisations.

The table below shows how the Netherlands Ministry of Foreign Affairs interprets the different roles of organisations, in different types of relationships.

In this model:
- each organisation only publishes the activities for which it is responsible, and therefore is accountable for these activities;
- each organisation only mentions partner organisations with which it has a direct relationship.

*For example: if the ministry funds Organisation B who in turn funds Organisation C, Organisation C only refers to Organisation B as a funder, and not 'up the chain' to the ministry.*

**Organisation A funds Organisation B: different scenarios**

The table below depicts how Organisation B would report about participating organisations.

| | Accountable | Funding | Implementing |
|---|---|---|---|
| **Project funding** | Org B | Org A | Org B (in case Org B has expenditures)<br><br>Org C (in case Org B hires Org C and has disbursements) |
| **Programmatic funding** | | | |
| - Program level | Org B | Org A | Org B |
| - Project level | Org B | Org B | Org B (in case Org B has expenditures)<br><br>Org C (in case Org B hires Org C and has disbursements) |
| **Partnerships** | | | |
| - Partnership level | Org B | Org A | Org B / Org C (partner) |
| - Project level | Org B | Org B | Org B (in case Org B has expenditures)<br><br>Org D (in case Org B hires Org D and has disbursements) |
| **Core funding** | Org B | Org B | Org B / Org C |

## 3.2   Use cases

The following chapters cover a model for describing different types of relations, between donors and recipients in the development chain.

Based on different use cases – project funding, program funding, partnerships and core funding – a model is worked out for unambiguous IATI publication.

The first step in building your publication is to determine the kinds of activities your publication should contain. Which of the models fits your situation best?
- The **"Project funding"** model works for any activity that is directly funded by a donor (or your own funds) and that leads to direct transfers to other organisations and/or expenditures.
- The **"Program Funding"** model works for activities which are subdivided into smaller activities. Funds are generally managed at the parent level, transfers or spending usually takes place at the 'child' level. Situations where direct co-funding is received at the child level can also be covered using this model. This model also works for basket- or pooled funds.
- The **"Partnerships"** model is designed for situations where your organisation works in a network or strategic alliance. Funding is generally received by one lead organisation and divided amongst partners on a programmatic level. Each member of the alliance or network then deploys its own activities.
- The **"Core funding"** model is designed for situations where your organisation receives unearmarked funding, from which you fund one or more activities.

Please note that these models are not limitative, but provide an overall structure.
A combination of different elements may be needed to give a clear picture of your activities in IATI, for example:

*Organisation B receives core funding from Organisation A. Organisation B starts a program funded from its core funds. The program is subdivided into 3 activities, which are implemented by different partner organisations.*

*In this case the programmatic activity can be modeled following the description in **3.6 Core funding**.*

**Org A**

Activity A

*Commitment/ disbursement*

**Org B**

Activity B1 (Core funding)

Activity B2 (program)
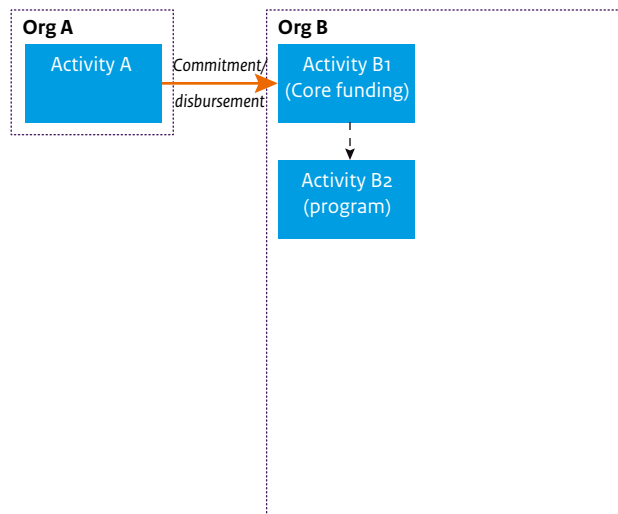
*Because the program is subdivided into multiple activities, these should be modeled following the description in **3.4 Program funding**.*

**Org A**

Activity A

*Commitment/ disbursement*

**Org B**

Activity B1 (Core funding)

Activity B2 (program)

Activity B3

Activity B4

Activity B5
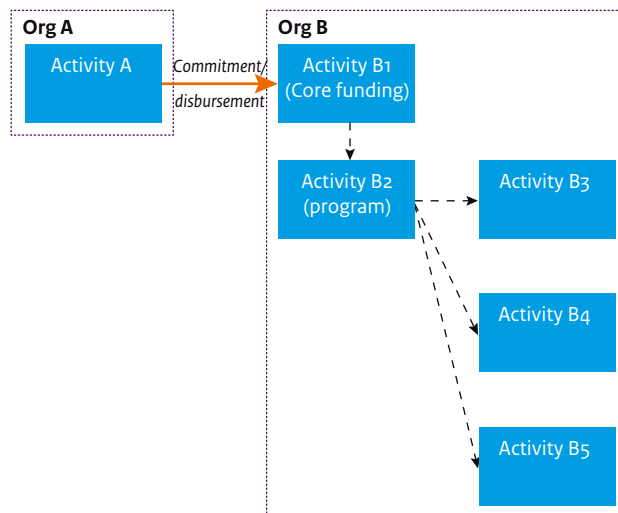
*Finally, because implementing partners are funded to carry out the activities, the relation with these partners should be modeled following the description in e.g.* **3.3.1 Project funding with multiple implementing organisations**.
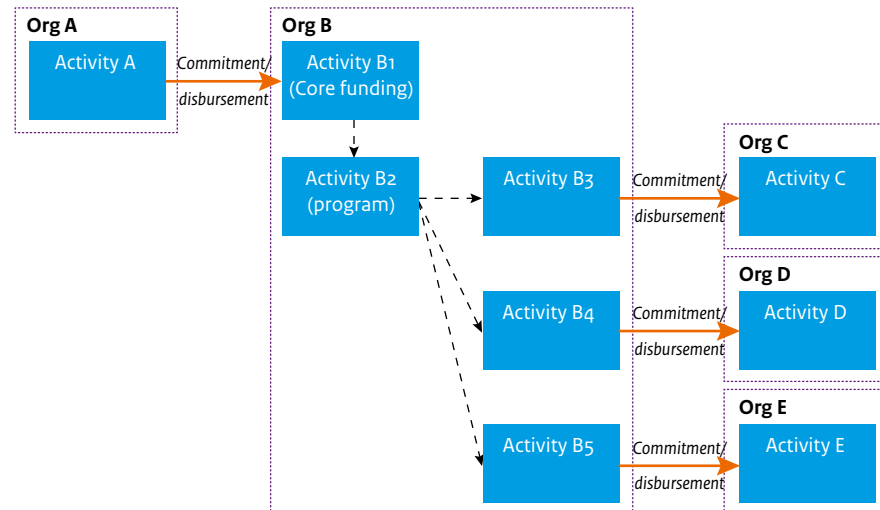


*Note that Organisation B only publishes the activities for which it is accountable itself, and links to the partners it works with directly: in this case Donor A and implementing partners C, D and E.*

*Organisations A, C, D and E are each responsible for publishing their own activities. Partners of your partners should be published by the organisation further 'up' or 'down' the chain.*

If you want to paint a full picture of the entire network, you should encourage your partners to publish too, and to refer to you in the same way you refer to your donors, implementing partners and alliance members.

## Publish your own results

Following the logic of organisations publishing only their own activities, and mentioning the partners they work with directly, organisations should also publish their own results. In cases where there are overarching results, e.g. in the case of a program or alliance, these results should be published in the parent activity; while at the same time the detailed outputs and outcomes are published connected to the underlying implementing activities.

If all partner organisations involved follow the same guidelines, the interrelatedness of their activities (and results) will become clear from the IATI datasets. If all partners synchronise their results and indicators these relations become even more apparent.

## 3.3   Project funding

Definition: an organisation is funded to carry out a specific activity. This activity leads to direct outflows from the organisation.

**Direct project funding**
**Organisation A funds Organisation B to carry out Activity B.**



| Organisation A publishes: | Organisation B publishes: |
|---|---|
| Activity A<br><br>Funding: Organisation A<br>Accountable: Organisation A<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B<br><br>Funding: Organisation A<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Organisation A:<br>Incoming Commitments/Incoming Funds<br>transactions<br>Provider-org: Organisation A<br>Provider-activity-id: id of Activity A |

*Narrative:*
Organisations A and B both publish an IATI activity file.

**Organisation A publishes Activity A** (the funding activity).
For this activity Organisation A is the funding organisation and the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions with receiver organisation B.

**Organisation B publishes Activity B**.
For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A) and implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's IATI-identifier as provider-activity-id.

### 3.3.1   Project funding with multiple implementing organisations

**Organisation A funds Organisation B to carry out Activity B.**
**As part of Activity B, Organisation B funds Organisation C to carry out Activity C.**

| Organisation A publishes: | Organisation B publishes: | Organisation C publishes: |
|---|---|---|
| Activity A<br><br>Funding: Organisation A Accountable: Organisation A Implementing: Organisation B<br><br>Reference to Organisation B: Transactions (commitments/ disbursements) with receiver-org: Organisation B | Activity B<br><br>Funding: Organisation A Accountable: Organisation B Implementing: Organisation B, Organisation C<br><br>Reference to Organisation A: Incoming Funds transactions Provider-org: Organisation A Provider-activity-id: id of Activity A<br><br>Reference to Organisation C: Transactions(Commitments/ disbursements) with receiver-org: Organisation C | Activity C<br><br>Funding: Organisation B Accountable: Organisation C Implementing: Organisation C<br><br>Reference to Organisation B: Incoming Funds transactions Provider-org: Organisation B Provider-activity-id: id of Activity B |

*Narrative:*
Organisations A, B and C each publish an IATI activity file.

**Organisation A publishes Activity A.**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A). Organisations B and C are implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's IATI-identifier as provider-activity-id.

Organisation B refers to Organisation C through its transactions, with receiver organisation C.

**Organisation C publishes Activity C.**
For this activity Organisation B is the funding organisation. Organisation C then, is accountable (towards Organisation B). Organisation C is implementing.

Organisation C refers to Organisation B through an Incoming Commitment and Incoming Funds transactions, with provider organisation B and Activity B's iati-identifier as provider-activity-id.

*Note: if in this example Organisation B would only disburse funds to Organisation C (and not work on the implementation of the activity itself), Organisation B would mention only Organisation C as the implementing organisation.*

## 3.4   Program funding

Definition: an organisation is funded to carry out a specific program or series of activities. As a result of this funding, a series of activities are planned. Those activities lead to outflows from the organisation.

**Organisation A funds Organisation B to carry out Activity B (a Program).**
**As part of Activity B, Organisation B starts Activities B1 and B2.**

| Organisation A publishes: | Organisation B publishes: |
| --- | --- |
| Activity A<br><br>Funding: Organisation A<br>Accountable: Organisation A<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B<br><br>Funding: Organisation A<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Organisation A:<br>Incoming Commitment / Funds transaction<br>Provider-org: Organisation A<br>Provider-activity-id: id of Activity A<br><br>Activities B1 and B2<br><br>Funding: Organisation B<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Activity B:<br>Related activity: id of Activity B<br>Type: 1 (Parent)<br><br>Incoming Funds transaction<br>Provider-org: Organisation B<br>Provider-activity-id: id of Activity B |

*Narrative:*
Organisations A and B both publish an IATI activity file.

**Organisation A publishes Activity A (the funding activity).**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
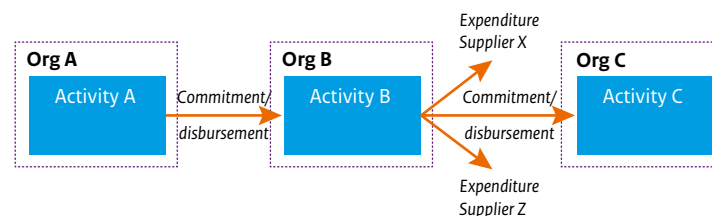For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A) and implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

**Organisation B also publishes Activities B1 and B2.**
For these activities *Organisation B is the funding organisation* (Organisation B is responsible for planning the activities). Organisation B is also accountable and implementing.

The relation between Activities B1 and B2 and Activity B is reported using the related-activity field. Activities B1 and B2 both have a related-activity Activity B, of the 'Parent' type[1].

Furthermore, the financial relation between Activity B and Activities B1 and B2, is represented through an Incoming Commitment transaction, with provider organisation B and Activity B's iati-identifier.

### 3.4.1   Program funding with multiple implementing organisations

**Organisation A funds Organisation B to carry out Activity B (a Program).**
**As part of Activity B, Organisation B starts Activities B1 and B2.**
**As part of Activity B2, Organisation B funds Organisation C to carry out Activity C.**

| Organisation A publishes: | Organisation B publishes: | Organisation C publishes: |
|---|---|---|
| Activity A | Activity B | Activity C |
| Funding: Organisation A Accountable: Organisation A Implementing: Organisation B | Funding: Organisation A Accountable: Organisation B Implementing: Organisation B | Funding: Organisation B Accountable: Organisation C Implementing: Organisation C |
| Reference to Organisation B: Transactions (commitments/ disbursements) with receiver-org: Organisation B | Reference to Organisation A: Incoming Commitment/ Funds transaction Provider-org: Organisation A Provider-activity-id: id of Activity A | Reference to Organisation B: Incoming Funds transaction Provider-org: Organisation B Provider-activity-id: id of Activity B2 |
| | Activity B1 | |
| | Funding: Organisation B Accountable: Organisation B Implementing: Organisation B | |

---

[1]  While many different types of related activities are possible within IATI, for reasons of clarity and simplicity this reporting structure only uses the 'Parent' type.

| Organisation A publishes (continued): | Organisation B publishes (continued): | Organisation C publishes (continued): |
|---|---|---|
| | ```
Reference to Activity B:
Related activity: id of
Activity B
Type: 1 (Parent)

Incoming Funds
transaction
Provider-org:
Organisation B
Provider-activity-id:
id of Activity B

Activity B2

Funding: Organisation B
Accountable:
Organisation B
Implementing:
Organisation C

Reference to Activity B:
Related activity:
id of Activity B
Type: 1 (Parent)

Incoming Funds
transaction
Provider-org:
Organisation B
Provider-activity-id:
id of Activity B

Reference to
Organisation C:
Transactions (commit-
ments/disbursements)
with receiver-org:
Organisation C
``` | |

*Narrative:*
Organisations A, B and C each publish an IATI activity file.

**Organisation A publishes Activity A (the funding activity).**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A) and implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

**Organisation B also publishes Activities B1 and B2.**
For these activities *Organisation B is the funding organisation* (Organisation B is responsible for planning the activities). Organisation B is also accountable and implementing. For Activity B2, Organisations B and C are both implementing.

The relation between Activities B1 and B2 and Activity B is reported using the related-activity field. Activities B1 and B2 both have a related-activity Activity B, of the 'Parent' type[2].

Furthermore, the financial relation between Activity B and Activities B1 and B2, is represented through an Incoming Commitment transaction, with provider organisation B and Activity B's iati-identifier.

Organisation B refers to Organisation C through its transactions under Activity B2, with receiver organisation C.

**Organisation C publishes Activity C.**
For this activity Organisation B is the funding organisation. Organisation C then, is accountable (towards Organisation B). Organisation C is implementing.

Organisation C refers to Organisation B through an Incoming Commitment and Incoming Funds transactions, with provider organisation B and Activity B2's iati-identifier as provider-activity-id.

### 3.4.2 Program funding with multiple donors

**Organisation A funds Organisation B to carry out Activity B (a Program).**
**Organisation D also funds Organisation B for the same Activity.**
**As part of Activity B, Organisation B starts Activities B1 and B2.**

| Organisation A publishes: | Organisation B publishes: |
|---|---|
| Activity A<br><br>Funding: Organisation A<br>Accountable: Organisation A<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B<br><br>Funding: Organisation A, Organisation D<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Organisation A:<br>Incoming Commitment / Funds transaction<br>Provider-org: Organisation A<br>Provider-activity-id: id of Activity A<br><br>Reference to Organisation D:<br>Incoming Commitment / Funds transaction<br>Provider-org: Organisation D<br>Provider-activity-id: id of Activity D |

---

[2] While many different types of related activities are possible within IATI, for reasons of clarity and simplicity this reporting structure only uses the 'Parent' type.

| Organisation D publishes: | Organisation B publishes (continued): |
|---|---|
| Activity D<br><br>Funding: Organisation D<br>Accountable: Organisation D<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activities B1 and B2<br><br>Funding: Organisation B<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Activity B:<br>Related activity: id of Activity B<br>Type: 1 (Parent)<br><br>Incoming Commitment transaction<br>Provider-org: Organisation B<br>Provider-activity-id: id of Activity B |

*Narrative:*
Organisations A, D and B each publish an IATI activity file.

**Organisation A publishes Activity A.**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**In this case the second funder, Organisation D, publishes Activity D.**
For this activity Organisation D is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation D refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
For this activity both Organisation A and Organisation D are the funding organisations. Organisation B then, is accountable (towards Organisations A and D) and implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

Organisation B refers to Organisation D through an Incoming Commitment and Incoming Funds transactions, with provider organisation D and Activity D's iati-identifier as provider-activity-id.

**Organisation B also publishes Activities B1 and B2.**
For these activities *Organisation B is the funding organisation* (Organisation B is responsible for planning the activities). Organisation B is also accountable and implementing.

The relation between Activities B1 and B2 and Activity B is reported using the related-activity field. Activities B1 and B2 both have a related-activity Activity B, of the 'Parent' type.

Furthermore, the financial relation between Activity B and Activities B1 and B2, is represented through an Incoming Commitment transaction, with provider organisation B and Activity B's iati-identifier.

### 3.4.3 Program funding with co-funding for a specific project

**Organisation A funds Organisation B to carry out Activity B (a Program).**
**As part of Activity B, Organisation B starts Activities B1 and B2.**
**Organisation D co-funds one of the Program Activities (Activity B1).**

| Organisation A publishes: | Organisation B publishes: |
|---|---|
| Activity A<br><br>Funding: Organisation A<br>Accountable: Organisation A<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B<br><br>Funding: Organisation A<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Organisation A:<br>Incoming Commitment / Funds transaction<br>Provider-org: Organisation A<br>Provider-activity-id: id of Activity A<br><br>Activity B1<br><br>Funding: Organisation B, Organisation D<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Activity B:<br>Related activity: id of Activity B<br>Type: 1 (Parent)<br><br>Incoming Funds transaction<br>Provider-org: Organisation B<br>Provider-activity-id: id of Activity B<br><br>Incoming Funds transaction<br>Provider-org: Organisation D<br>Provider-activity-id: id of Activity D |
| **Organisation D publishes:** | |
| Activity D<br><br>Funding: Organisation D<br>Accountable: Organisation D<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B2<br><br>Funding: Organisation B<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to Activity B:<br>Related activity: id of Activity B<br>Type: 1 (Parent)<br><br>Incoming Funds transaction<br>Provider-org: Organisation B<br>Provider-activity-id: id of Activity B |

*Narrative:*
Organisations A, D and B each publish an IATI activity file.

**Organisation A publishes Activity A.**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation D publishes Activity D.**
For this activity Organisation D is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation D refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A) and implementing.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

**Organisation B publishes Activity B1.**
For this activity *Organisation B and Organisation D are the funding organisations* (Organisation B is responsible for planning the activities, Organisation D co-funds the activity). Organisation B is also accountable and implementing.

Organisation B refers to Organisation D through an Incoming Commitment and Incoming Funds transactions, with provider organisation D and Activity D's iati-identifier as provider-activity-id.

**Organisation B also publishes Activity B2.**
For this activity *Organisation B is the funding organisation* (Organisation B is responsible for planning the activity). Organisation B is also accountable and implementing.

The relation between Activities B1 and B2 and Activity B is reported using the related-activity field. Activities B1 and B2 both have a related-activity Activity B, of the 'Parent' type.

Furthermore, the financial relation between Activity B and Activities B1 and B2, is represented through an Incoming Commitment transaction, with provider organisation B and Activity B's iati-identifier.

## 3.5   Partnerships

**Organisation A funds Organisation B,as lead organisation of a Partnership with Organisation C.**
**As part of Activity B, Organisation B starts Activities B1 and B2.**
**As part of Activity B, Organisation B also transfers funds to Organisation C for its role in the Partnership.**

| Organisation A publishes: | Organisation B publishes: | Organisation C publishes: |
|---|---|---|
| Activity A | Activity B | Activity C |
| Funding: Organisation A Accountable: Organisation A Implementing: Organisation B and Organisation C | Funding: Organisation A Accountable: Organisation B Implementing: Organisation B, Organisation C | Funding: Organisation B Accountable: Organisation C Implementing: Organisation C |
| Reference to Organisation B: Transactions (commitments/ disbursements) with receiver-org: Organisation B | Reference to Organisation A: Incoming Commitment / Funds transaction Provider-org: Organisation A Provider-activity-id: id of Activity A | Reference to Organisation B: Incoming Commitment / Funds transaction Provider-org: Organisation B Provider-activity-id: id of Activity B |
| | Reference to Organisation C: Transactions (commitments/ disbursements) with receiver-org: Organisation C | |
| | Activities B1 and B2 | Activities C1 and C2 |
| | Funding: Organisation B Accountable: Organisation B Implementing: Organisation B | Funding: Organisation C Accountable: Organisation C Implementing: Organisation C |

| Organisation A publishes (continued): | Organisation B publishes (continued): | Organisation C publishes (continued): |
|---|---|---|
| | `Reference to Activity B:`<br>`Related activity:`<br>`id of Activity B`<br>`Type: 1 (Parent)`<br><br>`Incoming Funds`<br>`transaction`<br>`Provider-org:`<br>`Organisation B`<br>`Provider-activity-id:`<br>`id of Activity B` | `Reference to Activity C:`<br>`Related activity:`<br>`id of Activity C`<br>`Type: 1 (Parent)`<br><br>`Incoming Funds`<br>`transaction`<br>`Provider-org:`<br>`Organisation C`<br>`Provider-activity-id:`<br>`id of Activity C` |

*Narrative:*
Organisations A, B and C each publish an IATI activity file.

**Organisation A publishes Activity A** (the funding activity).
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B *and* C are the implementing organisations. Organisation A funds a partnership with Organisations B and C, in which Organisation B is the lead organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes Activity B.**
For this activity Organisation A is the funding organisation. Organisation B then, is accountable (towards Organisation A) and implementing. Organisation C is also an implementing organisation, and receives the funds for its activities as part of the partnership directly from the 'Partnership' activity.

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

Organisation B refers to Organisation C through its transactions, with receiver organisation B.

**Organisation B also publishes Activities B1 and B2.**
For these activities *Organisation B is the funding organisation* (Organisation B is responsible for planning the activities). Organisation B is also accountable and implementing.

The relation between Activities B1 and B2 and Activity B is reported using the related-activity field. Activities B1 and B2 both have a related-activity Activity B, of the 'Parent' type.

Furthermore, the financial relation between Activity B and Activities B1 and B2, is represented through an Incoming Commitment transaction, with provider organisation B and Activity B's iati-identifier.

**Organisation C publishes Activity C.**
For this activity Organisation B is the funding organisation. Organisation C then, is accountable (towards Organisation B) and implementing.

Organisation C refers to Organisation B through an Incoming Commitment and Incoming Funds transactions, with provider organisation B and Activity B's iati-identifier as provider-activity-id.

**Organisation C also publishes Activities C1 and C2.**
For these activities *Organisation C is the funding organisation* (Organisation C is responsible for planning the activities). Organisation C is also accountable and implementing.

The relation between Activities C1 and C2 and Activity C is reported using the related-activity field. Activities C1 and C2 both have a related-activity Activity C, of the 'Parent' type.

Furthermore, the financial relation between Activity C and Activities C1 and C2, is represented through an Incoming Commitment transaction, with provider organisation C and Activity C's iati-identifier.

## 3.6   Core funding

**Organisation A funds Organisation B (core funding).**
**Organisation B carries out Activities B2.**

| Organisation A publishes: | Organisation B publishes: |
|---|---|
| Activity A<br><br>Funding: Organisation A<br>Accountable: Organisation A<br>Implementing: Organisation B<br><br>Reference to Organisation B:<br>Transactions (commitments/<br>disbursements) with receiver-org:<br>Organisation B | Activity B1<br><br>Funding: Organisation A<br>Accountable: Organisation B<br><br>Reference to Organisation A:<br>Incoming Commitments/Incoming Funds<br>transactions<br>Provider-org: Organisation A<br>Provider-activity-id: id of Activity A<br><br>Activity B2<br><br>Funding: Organisation B<br>Accountable: Organisation B<br>Implementing: Organisation B<br><br>Reference to own funds:<br>Incoming Commitment transaction<br>Provider-activity-id:<br>id of Activity B1 |

*Narrative:*
Organisations A and B both publish an IATI activity file.

**Organisation A publishes Activity A (the funding activity).**
For this activity Organisation A is the funding organisation *and* the accountable organisation, and Organisation B is the implementing organisation.

Organisation A refers to Organisation B through its transactions, with receiver organisation B.

**Organisation B publishes its Core Funding as Activity B1.**
For this activity Organisation A is (one of) the funding organisation(s). Organisation B is accountable (towards Organisation A).

Organisation B refers to Organisation A through an Incoming Commitment and Incoming Funds transactions, with provider organisation A and Activity A's iati-identifier as provider-activity-id.

**Organisation B also publishes Activity B2.**
For this activity *Organisation B is the funding organisation*: Organisation B is responsible for planning the activity and funds it from its core fund. Organisation B is also accountable and implementing.

The financial relation between Activity B1 and Activity B2 is represented through an Incoming Commitment transaction, with provider organisation B and Activity B1's iati-identifier.

# 4

# IATI activity level elements & use

## 4.1    Activity file header

**IATI version**

Identifies the version of the IATI standard in use. This is mandatory and must be a valid version.

The Netherlands Ministry of Foreign Affairs requires all data sets to be in IATI version 2.02 or higher.

**generated-datetime**

A date/time stamp for when this file was generated. This is not necessarily the last-updated date for the individual activity records in it.

**The ministry uses this time stamp, together with the actual publication date, to determine if your organisation complies with the quarterly reporting scheme!**

## 4.2    Activity

**last-updated-datetime**

The last date/time that the data for this specific activity was updated. This date must change whenever the value of any field changes.

**xml:lang**

ISO 639-1 code specifying the default language used in narrative elements throughout the activity. If this is not declared then the xml:lang attribute MUST be specified for each narrative element.

**default-currency**

Default currency code for all financial values in this activity report. If this is not declared then the currency attribute MUST be specified for all budgets and transactions individually.

The code for Euro is "EUR".
The full list of currency codes can be found at
http://iatistandard.org/201/codelists/Currency/

**hierarchy**

The hierarchical level of this activity. E.g. program=1; project=2.

Note: the ministry doesn't require the use of the hierarchy attribute, but it may be used to provide insight into the way your activities are structured.

## 4.3    Identification

**Reporting Organisation**

Unique identifier, name and type of organisation reporting the activity. For Dutch organisations the organisation identifier is "NL-KVK" followed by the Chamber of Commerce number of the organisation.

This element also requires you to identify the type of organisation, e.g. International NGO, National NGO, Private Sector, etc.

For all available organisation types see:
http://iatistandard.org/201/codelists/OrganisationType/

*Example*    *NL-KVK is the namespace code to the Netherlands Companies Registrar (Kamer van Koophandel) which issues numerical company identifiers to legally constituted companies in the Netherlands.*

*41160054 is the company number (base identifier) issued to Stichting Cordaid.*

*Combining these, Cordaid's organisation identifier is NL-KVK-41160054. Cordaid classifies itself as an International NGO (type="21")*

| IATI Identifier | Constructed with a unique IATI identification number for the organisation and the organisation's chosen activity number. |

The IATI identifier MUST be globally unique. This is accomplished by concatenating the organisation identifier and the internal activity identifier from your own project management system.

The organisation identifier MUST be constructed based on the guidelines as published by IATI: http://iatistandard.org/201/organisation-identifiers/

*Example*    *Cordaid's project 'Improvement of Basic Health Care' has an internal project number 100530.*
*Thus, the IATI identifier for this activity is NL-KVK-41160054-100530*

## 4.4   Basic Activity Information

**Title**

Title of the activity or project, preferably in English

**Description**

A meaningful description of the activity or project (not being the title), preferably in English

**Activity Status**

Status of the activity (pipeline/implementation/...)

For all activity statuses see: http://iatistandard.org/201/codelists/ActivityStatus/

**Activity Date**

Start and end dates of the activity
The IATI standard allows you to report different types of activity dates:
1 – Planned start date
2 – Actual start date
3 – Planned end date
4 – Actual end date

At least one start date and the planned end date are required.

**Contact Info**

Contact telephone and email for the reporting organisation.

The Ministry of Foreign Affairs recommends not including personal data in this field due to privacy concerns.

## 4.5    Participating Organisations

**Participating Organisation**

For each participating organisation participating in the activity: a unique identifier, name and type of the organisation.

Furthermore the roles of these organisations must be specified. IATI recognises
4 different **roles**

1. Funding:      the organisation funding the project

2. Accountable:    the organisation responsible for managing the delivery of the project

3. Extending:     the organisation which extends the funds. This is the organisation which fulfills the treasury function. This role is most likely only relevant for bilateral donors.

4. Implementing:  the organisation carrying out the actual work on the project

The use cases in section 3.2 and the subsequent summary table show how the Ministry of Foreign Affairs interprets the different roles of organisations in different scenarios.

The **type** attribute allows you to identify the type of organisation, e.g. International NGO, National NGO, Private Sector.

For all available organisation types see:
http://iatistandard.org/201/codelists/OrganisationType/

*Example*   *Organisation B (international NGO) carries out a project for which Organisation A (government) is the funder. Organisation B carries out part of the work itself. In its turn, Organisation B hires Organisation C (national NGO) to carry out the remainder of the work.*

*Organisation B publishes the following participating organisations for the activity:*
```
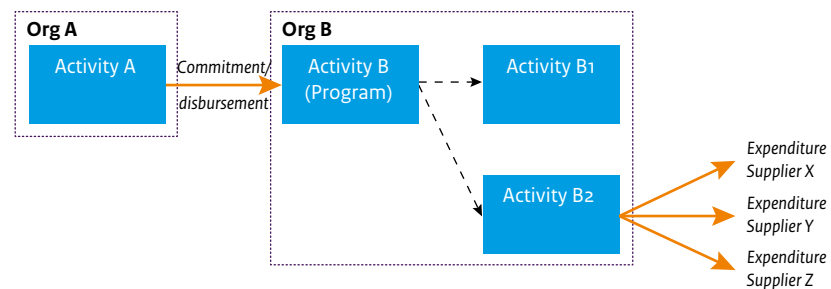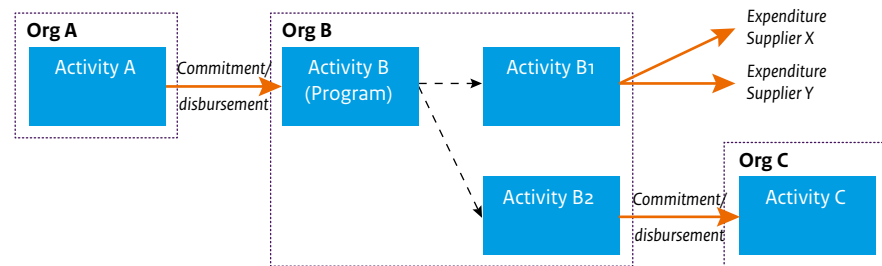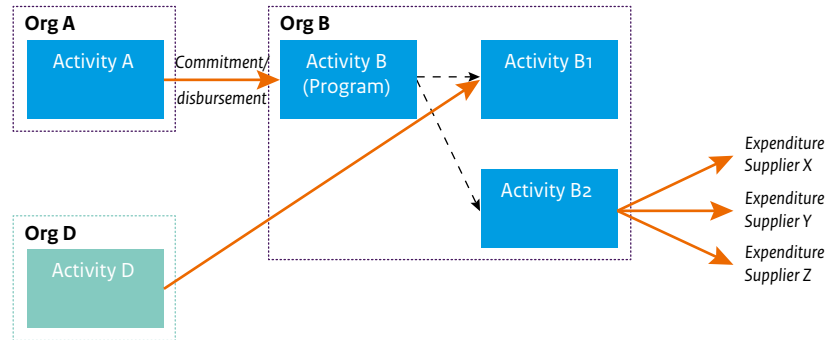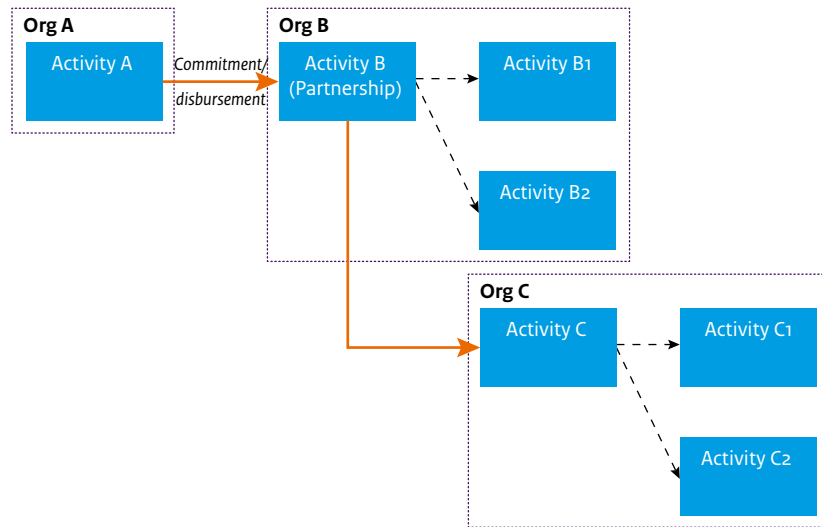<participating-org ref="AA-A-1234" role="1" type="10">
     <narrative>Organisation A</narrative>
  </participating-org>
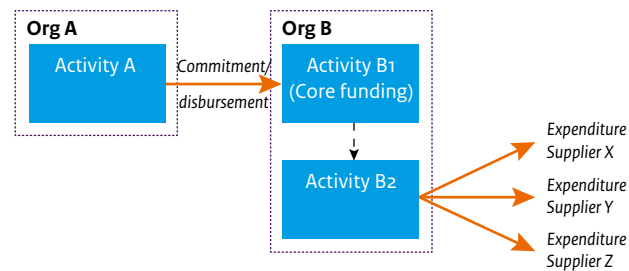  <participating-org ref="BB-BBB-123456789" role="2" type="21">
     <narrative>Organisation B</narrative>
  </participating-org>
  <participating-org ref="CC-CCC-123456789" role="4" type="22">
     <narrative>Organisation C</narrative>
  </participating-org>
  <participating-org ref="BB-BBB-123456789" role="4" type="21">
     <narrative>Organisation B</narrative>
  </participating-org>
```

## 4.6  Geopolitical Information

**Recipient Country**   The country or countries that benefits from the activity. If a specific country is not known, the recipient-region element should be used instead.

Multiple countries and regions can be reported, in which case the percentage attribute must be used to specify the share of total commitments across all reported countries and regions. When using percentages, all percentages across countries and regions must add up to 100%.

Countries should be defined using the ISO 3166-1 alpha-2 codes. See the full list here http://iatistandard.org/201/codelists/Country

*Example*   *Organisation B carries out a project that has an impact in Kenya and Tanzania. Organisation B carries out the work in Kenya, worth €150,000.- itself. In turn, Organisation B hires Organisation C to carry out the work in Tanzania, worth €100,000,-.*

*Organisation B publishes:*
```
<recipient-country code="KE" percentage="60" />
<recipient-country code="TZ" percentage="40" />
```

**Recipient Region**   The supranational region(s) that benefits from the activity.
*NOTE: For sub-national geographical location, use the location element.*

Recipient-region must not be used merely to describe the region of a country reported in recipient-region, but ONLY if the region is a recipient IN ADDITION to the country.
When using percentages, all percentages across countries and regions must add up to 100%.

Regions should be defined using the OECD DAC list of regions:
http://iatistandard.org/201/codelists/Region/

*Example*    *Organisation B carries out a project that has an impact in Sub-Sahara Africa, but also aims at a specific impact in the Tanzania. Organisation B carries out the work in the region, worth €150,000.- itself. In turn, Organisation B hires Organisation C to carry out the work in Tanzania, worth €100,000,-.*

*Organisation B publishes:*
```
<recipient-country code="TZ" percentage="40" />
<recipient-region code="289" vocabulary="1" percentage="60" />
```

**Location**    Location(s) of the activity on a sub-national level.
These can be described by gazetteer reference, coordinates, administrative areas or a textual description.

A gazetteer is a geographical directory containing a list of place-names together with their locations in latitude and longitude. Two well-known gazetteers you can use in IATI are Geonames and OpenStreetMap.

The location element allows for many details to be given, including a name, description and even a description of the activity taking place at the location.

*Example*    *Organisation B carries out a project in Kisumu, Kenya. It identifies the exact location of the project using OpenStreetmap.*

```
<location>
  <location-reach code="1" />
  <location-id vocabulary="G2" code="node/1868373176" />
  <name>
        <narrative>Kisumu</narrative>
  </name>
  <point srsName="http://www.opengis.net/def/crs/EPSG/0/4326">
  <pos>-0.1029109 34.7541761</pos>
  </point>
</location>
```

## 4.7  Classifications

**Sector**    The sector that the project benefits.

The Ministry of Foreign Affairs requires the specification of so called DAC-5 sectors (5 digit codes, specified by OECD-DAC). The full list of available sector codes can be found here: http://iatistandard.org/201/codelists/Sector/

Multiple sectors can benefit from the same activity. In this case, the percentage of total commitments or total activity budget to this sector must be given. The total of the percentages must add up to 100%.

*Note: Organisations can also add their own classifications using vocabulary 99 and 98.*

*Example*    *Organisation B provides humanitarian assistance following a natural disaster. 60% of the activity budget goes to shelter, water and health services, the other 40% goes to emergency food aid.*

*Organisation B publishes the following sectors for the activity:*
```
<sector vocabulary="1" code="72010" percentage="60" />
<sector vocabulary="1" code="72040" percentage="40" />
```

**Policy Marker**

A policy or theme addressed by the activity. These indicators track key policy issues or 'cross-cutting themes', such as Gender, Aid to Environment, or Trade Development.

The full list of available OECD DAC policy markers can be found here: http://iatistandard.org/201/codelists/PolicyMarker/

Each reported marker must contain the significance of the policy marker for this activity. Choices are:

0 – Not targeted

1 – significant objective – the policy objectives are important, but were not the prime motivation for undertaking the activity.

2 – principal objective – the policy objective was the primary reason to undertake this activity.

3 – principal objective AND in support of an action programme – valid for the markers dealing with Desertification only.

4 – explicit primary objective – only to be used in combination with policy marker 9 – Reproductive, Maternal, Newborn and Child Health.

*Example*

*Organisation B carries out a project in which it supports local communities who suffer from severe drought, to change their agricultural practices.*

*To this activity, it applies the policy marker 'Aid Targeting the Objectives of the Framework Convention on Climate Change – Adaptation'.*

*Organisation B publishes the following policy marker:*

```
<policy-marker vocabulary="1" code="7" significance="2" />
```

**Default Flow Type**

The classification of the resource flow – ODA/OOF/other

The funding the ministry provides is classified as ODA, but as soon as partners use these funds, they become a private flow. Options are:

30 – Private NGO and other private sources, as a rule concessional in the form of a grant

35 – Private Market

For traditional development projects this is typically code 30 – *Private NGO and other private sources*. In cases where funds are provided as loans against commercial rates, or capital is provided code 35 – *Private Market* can be applied.

**Default Finance Type**

Financing mechanism – grant/loan/capital/export credit etc.

For traditional grant-based development activities this is:

Code 110 – Aid grant excluding debt reorganisation

If other forms of funding are used, a different finance type may apply.

For a full list of available codes see: http://iatistandard.org/201/codelists/FinanceType/

**Default Aid Type**

Type of assistance provided.

For NGOs this is typically:

C01 – Project-type interventions

In case of core support to NGOs use:

B01 – Core support to NGOs, other private bodies, PPPs and research institutes

In case of programmatic support to INGOs use:

B03 – Contributions to specific-purpose programmes and funds managed by international organisations (multilateral, INGO)

For a full list of available codes see: http://iatistandard.org/201/codelists/AidType/

**Default Tied Status**     Whether there are restrictions on the aid: Partially Tied, Tied or Untied

Tied Status refers to the countries where goods or services for this activity may be procured.

For NGOs this is typically:
5 – Untied

## 4.8  Financial

**Budget**     The value of the aid activity's budget for each financial quarter or year over the lifetime of the activity.

For each budget item a value, the start date and the end date of the budget period are required.

The type attribute also lets you indicate whether it's the original budget (type="1") or a revised budget (type="2").

*Example*
```
<budget type="1">
  <period-start iso-date="2014-01-01" />
  <period-end iso-date="2014-12-31" />
  <value currency="EUR" value-date="2014-01-01">30000
  </value>
</budget>
```

**Planned Disbursement**     The planned disbursement element should only be used to report specific planned cash transfers. These should be reported for a specific date or a meaningfully predictable period.

The type attribute also lets you indicate whether it's an original plan (type="1") or if it has been revised (type="2").

*Example*
```
<planned-disbursement type="1">
  <period-start iso-date="2016-01-01" />
  <period-end iso-date="2016-12-31" />
  <value currency="EUR" value-date="2016-01-01">30000
  </value>
</planned-disbursement>
```

**Transactions**     Transactions recording committed or actual funds flowing in or out of an aid activity.

Different types of transactions can be reported:

1. Incoming Funds     Funds received for use on the activity, which can be from an external or internal source.

2. Commitment     A firm, written obligation from a donor or provider to provide a specified amount of funds, under particular terms and conditions, for specific purposes, for the benefit of the recipient.

3. Disbursement — Outgoing funds that are placed at the disposal of a recipient government or organisation, or funds transferred between two separately reported activities. Under IATI traceability standards the recipient of a disbursement should also be required to report their activities to IATI.

4. Expenditure — Outgoing funds that are spent on goods and services for the activity. The recipients of expenditures fall outside of IATI traceability standards.

5. Interest Repayment — The actual amount of interest paid on a loan or line of credit, including fees.

6. Loan Repayment — The actual amount of principal (amortisation) repaid, including any arrears.

7. Reimbursement — A type of disbursement that covers funds that have already been spent by the recipient, as agreed in the terms of the grant or loan

8. Purchase of Equity — Outgoing funds that are used to purchase equity in a business

9. Sale of Equity — Incoming funds from the sale of equity.

10. Credit Guarantee — A commitment made by a funding organisation to underwrite a loan or line of credit entered into by a third party.

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Each transaction **must** have a transaction date and a value. If you haven't specified the currency at the Activity level, you should specify the currency for each transaction separately.

Transactions may also contain a description.

The **provider**-org and the **receiver**-org element of the transaction not only allow for a link to the providing or receiving organisation, but can also report a direct link to **the funding and receiving activity**.

The transaction makes up an important part of your IATI progress report for two reasons:
1. Transactions are used **to show the link between your activities and those of your partners**.
2. Transactions are used **to monitor the realisation** of an activity.

*Using transactions to show relations between activities*

In the Use cases described in Part 3, the incoming (Incoming Funds, Incoming Commitments) and outgoing transactions (Commitments, Disbursements) are used to report a direct link between the activities of donors and recipients.

**Linking to a funding activity**
The link to a funding activity should be reported using an **Incoming Commitment** transaction. This transaction must contain the provider-org element to identify the donor organisation, and the provider-activity-id to identify the funding activity.

If an activity has multiple donors, there should be multiple Incoming Commitment transactions – (at least) one for each donor. If the donor also publishes in IATI, **the unique organisation identifier** for the donor is expected in the provider-org element.

If the activity is funded by the Netherlands Ministry of Foreign Affairs, both the ministry's organisation identifier (XM-DAC-7) and the ministry's activity identifier are expected.

*The ministry's activity identifier can be found in your signed agreement with the ministry. Current activity numbers have the format "PPR-123456". The resulting IATI activity identifier is then "XM-DAC-7-PPR-123456"*

The **realisation** of the incoming commitments (the actual cash flow), should be reported using the Incoming Funds transactions. These transactions should be reported in the same way as the Incoming Commitments.

*Example*　*Organisation B carries out an activity that is funded by the Netherlands Ministry of Foreign Affairs and by a different Donor X. Both donors have transferred a first installment.*

*Organisation B publishes two Incoming Commitments (expected code "11") and two Incoming Funds transactions (code "1").*

*In IATI this looks as follows:*

Incoming Commitments:
```
<transaction>
  <transaction-type code="11" />
  <transaction-date iso-date="2015-01-01" />
  <value value-date="2015-01-01">1000000</value>
  <description>
      <narrative>Incoming Commitment from MinBuZa</narrative>
  </description>
  <provider-org provider-activity-id="XM-DAC-7-PPR-123456"
   ref="XM-DAC-7">
      <narrative>Dutch Ministry of Foreign Affairs</narrative>
  </provider-org>
</transaction>
<transaction>
  <transaction-type code="11" />
  <transaction-date iso-date="2015-01-31" />
  <value value-date="2015-01-31">500000</value>
  <description>
      <narrative>Incoming Commitment from Donor X</narrative>
  </description>
  <provider-org provider-activity-id="NL-KVK-87654321-PROJ123"
   ref="NL-KVK-87654321">
      <narrative> Donor X</narrative>
  </provider-org>
</transaction>
```

Incoming Funds transactions:
```
<transaction>
  <transaction-type code="1" />
  <transaction-date iso-date="2015-01-15" />
  <value value-date="2015-01-15">300000</value>
  <description>
      <narrative>Incoming Funds from MinBuZa</narrative>
  </description>
```

---

3　Incoming Commitments are available as of IATI version 2.02.

```
<provider-org provider-activity-id="XM-DAC-
  7-PPR-123456" ref="XM-DAC-7">
    <narrative>Dutch Ministry of Foreign Affairs</narrative>
</provider-org>
</transaction>
<transaction>
  <transaction-type code="1" />
  <transaction-date iso-date="2015-02-09" />
  <value value-date="2015-02-09">100000</value>
  <description>
    <narrative>Incoming Funds from Donor X</narrative>
  </description>
  <provider-org provider-activity-id="NL-KVK-
    87654321-PROJ123" ref="NL-KVK-87654321">
    <narrative>Donor X</narrative>
  </provider-org>
</transaction>
```

**Linking to a receiving organisation**

The link to a receiving organisation should be reported using Commitments – usually at the moment you sign a contract with an implementing partner – and Disbursements – the actual transfers. These transactions must contain the receiver-org element to identify the receiving organisation.

If available you may also report the receiver-activity-id to identify the specific implementing activity. However, this is not mandatory as the exact activity number your partner organisation has appointed to the activity may not be known to you.

If an activity has multiple recipients, there should be multiple Commitment transactions – (at least) one for each recipient. If the recipient also publishes in IATI, the **unique organisation identifier** for the donor is expected in the receiver-org element.

*Example*

*Organisation B carries out an activity for which it collaborates with an implementing partner Organisation C (with organisation ID NL-KVK-9876543). Organisation B has signed a contract with Organisation C for €100,000.- and transferred a first installment of €20,000.-*

*Organisation B publishes a Commitment (code "2") and a Disbursement (code "3").*

*In IATI this looks as follows:*
```
<transaction>
  <transaction-type code="2" />
  <transaction-date iso-date="2015-01-01" />
  <value value-date="2015-01-01">100000</value>
  <description>
    <narrative>Commitment to Organisation C</narrative>
  </description>
  <receiver-org ref="NL-KVK-9876543">
    <narrative>Organisation C</narrative>
  </receiver-org>
</transaction>
<transaction>
  <transaction-type code="3" />
  <transaction-date iso-date="2015-01-31" />
  <value value-date="2015-01-31">20000</value>
  <description>
    <narrative>Disbursement to Organisation C</narrative>
  </description>
  <receiver-org ref="NL-KVK-9876543">
    <narrative>Organisation C</narrative>
  </receiver-org>
</transaction>
```

| 43 |

If Organisation C also publishes IATI data, it should report these transactions as Incoming Commitments and Incoming Funds, referring to Organisation B's activity. (see 'Linking to a funding activity')

This situation occurs for instance when Organisation B and Organisation C work together in a partnership.

**Links between activities within your organisation**

Related to Use cases

*Program funding* and *Partnerships*.

When you make a distinction between a planning activity and implementing activities (e.g. a program with multiple projects), the implementing activities should refer to the overarching activity of which they are a part.

The financial relation between these activities is by an Incoming Commitment transaction, with your own organisation as the provider organisation and with the parent activity's iati-identifier.

Furthermore this relation is represented using the Relations

*Example*

*Organisation A funds Organisation B to carry out Activity B (a Program with activity id NL-KVK-9876543-Proj123).*

*As part of Activity B, Organisation B starts Activities B1 and B2.*

*As part of the report about Activities B1 and B2, Organisation B publishes:*

```
<transaction>
  <transaction-type code="11" />
  <transaction-date iso-date="2015-01-01" />
  <value value-date="2015-01-01">50000</value>
  <description>
      <narrative>Internal Commitment</narrative>
  </description>
  <provider-org provider-activity-id="NL-KVK-9876543-Proj123"
   ref="NL-KVK-9876543">
      <narrative>Organisation B</narrative>
  </provider-org>
</transaction>
```

*Furthermore a related activity is reported. See chapter Relations*

## Using transactions to show the (financial) realisation of an activity

Based on the transactions, the (financial) realisation of a project is visible.

The Incoming Commitments show how much money is available for the activity, and what is the contribution of the different donors or of your organisation.

The (outgoing) Commitments show how much money you have committed to the activity. The ratio of Commitments versus the available funds (Incoming Commitments) gives an impression of the extent to which the activity (or activities) has been planned.

The Disbursements and the Expenditures finally, give an overview of the actual realisation.

*Example*    *Organisation B carries out an activity that is funded by the Netherlands Ministry of Foreign Affairs for a total amount of €250,000.-. The ministry has transferred a first installment of €100,000.-.*
*Organisation B publishes an Incoming Commitment (expected code "11") and an Incoming Funds transactions (code "1").*

*Organisation B carries out this activity with an implementing partner Organisation C (with organisation ID NL-KVK-9876543). Organisation B has signed a contract with Organisation C for €100,000.- and transferred a first installment of €20,000.-. Organisation B will carry out the remaining work (worth €150,000.-) and has spent €10,000.- on materials for the activity.*

*Organisation B publishes two Commitments (code "2"), a Disbursement (code "3") and an Expenditure (code "4").*

*In IATI this looks as follows:*

Incoming Commitment:
```
<transaction>
  <transaction-type code="11" />
  <transaction-date iso-date="2015-01-01" />
  <value value-date="2015-01-01">250000</value>
  <description>
      <narrative>Incoming Commitment from MinBuZa</narrative>
  </description>
  <provider-org provider-activity-id="XM-DAC-7-PPR-123456"
   ref="XM-DAC-7">
      <narrative>Dutch Ministry of Foreign Affairs</narrative>
  </provider-org>
</transaction>
```

Incoming Funds transaction:
```
<transaction>
  <transaction-type code="1" />
  <transaction-date iso-date="2015-01-15" />
  <value value-date="2015-01-15">100000</value>
  <description>
      <narrative>Incoming Funds from MinBuZa</narrative>
  </description>
  <provider-org provider-activity-id="XM-DAC-7-PPR-123456"
   ref="XM-DAC-7">
      <narrative>Dutch Ministry of Foreign Affairs</narrative>
  </provider-org>
</transaction>
```

*Insight: the ministry has fulfilled 40% of its commitment.*

Commitment:
```
<transaction>
  <transaction-type code="2" />
  <transaction-date iso-date="2015-01-10" />
  <value value-date="2015-01-01">100000</value>
  <description>
      <narrative>Commitment to Organisation C</narrative>
  </description>
  <receiver-org ref="NL-KVK-9876543">
      <narrative>Organisation C</narrative>
  </receiver-org>
</transaction>
```

```
<transaction>
  <transaction-type code="2" />
  <transaction-date iso-date="2015-01-10" />
  <value value-date="2015-01-01">150000</value>
  <description>
      <narrative>Commitment</narrative>
  </description>
</transaction>
```

Disbursement:
```
<transaction>
  <transaction-type code="3" />
  <transaction-date iso-date="2015-01-31" />
  <value value-date="2015-01-31">20000</value>
  <description>
      <narrative>Disbursement to Organisation C</narrative>
  </description>
  <receiver-org ref="NL-KVK-9876543">
      <narrative>Organisation C</narrative>
  </receiver-org>
</transaction>
```

Expenditure:
```
<transaction>
  <transaction-type code="3" />
  <transaction-date iso-date="2015-03-13" />
  <value value-date="2015-03-13">10000</value>
  <description>
      <narrative>Materials</narrative>
  </description>
</transaction>
```

*Insights:*
- *100% of the available funds for the activity have been committed.*
- *20% of the commitment to Organisation C has been disbursed*
- *The financial realisation of this activity is 12% (30,000 out of 250,000)*

### *Further details per transaction*

The IATI standard allows for many more details to be specified per transaction:
- disbursement-channel (optional)
- sector
- recipient-country
- recipient-region

The ministry will extract **sectors** and **recipient countries** from the corresponding fields **on the activity level** (See sections *Classifications* and *Geopolitical Information*). Sector and recipient country fields per transaction will not be processed.

- flow-type
- finance-type
- aid-type
- tied-status

The ministry will process the corresponding fields on the activity level (see section Classifications).

## 4.9   Related Documents

**Document Link**

Documents relating to the project, including project proposal, Theory of Change, reports to DGIS, pictures, project updates etc.

Since IATI version 2.01 activity website(s) should also be reported as a document link of the 'http' format.

See http://iatistandard.org/201/activity-standard/iati-activities/iati-activity/document-link/

## 4.10 Relations

**Related Activity**

Another separately reported IATI activity that is related to this one.

If you report activities at different levels (see the Use cases Program funding and Partnerships), this element MUST be used to report the relationship between the program and the project activities.

The ministry chooses to only use the 'parent' relation, pointing from the child to the parent activity for the following reasons:
• It allows to unambiguously represent the relation with the minimum of information.
• By only relating activities from the child element, you are free to add new child activities without having to make changes to any previous activities.

## 4.11 Performance

**Conditions**

Specific terms and conditions attached to the activity that, if not met, may influence the delivery of commitments made by participating organisations.

**Result**

Data on results and indicators of the activity.

Results can be both quantitative and qualitative and should all be expressed using **numeric values**. Although this may feel as a restriction, the IATI standard provides room for explanation of each of the values mentioned in your data set. An example is shown below.

The results field can contain the following elements, of which several are mandatory:

| Element | Mandatory | Description |
|---|---|---|
| Result | | |
| Type | **Yes** | Indicates the type of result being reported on:<br>1 – Output<br>2 – Outcome<br>3 – Impact |
| Aggregation status | **Yes** | Indicates whether the data in the result set are suitable for aggregation. |
| Title | **Yes** | |
| Description | **No** | A description of the expected result. |

| Element | Mandatory | Description |
|---|---|---|
| Indicator | **Yes** | |
| Title | **Yes** | |
| Description | **Yes, if applicable** | Mandatory for qualitative data only, but can also be used for additional narrative when using quantitative data. |
| Baseline | **Yes** | |
| Period | **Yes** | The period in which the target should be achieved, or when the actual is realised. |
| Target | **Yes** | |
| Actual | **Yes** | |
| Comment | **No** | For each Baseline, Target and Actual value an additional free-text comment can be added to further explain the value. |

Please note that the results element is the primary means to assess the progress of the activity. It is important to design the result elements with care, taking into account the framework of the agreed objectives and indicators between you and the ministry and your own expertise in how to translate the agreed objectives into relevant activities. Please feel free to also use the optional result elements if you feel that they contribute to more insight into the results.

For further guidance also see: http://iatistandard.org/201/activity-standard/iati-activities/iati-activity/result/

*Example*     *Organisation A works on a project aiming at free press in country X (as a measure to combat inequality.)*

*Organisation A has defined multiple indicators to measure the progress of this project, two of which are:*
- *The extent to which journalists feel free to express their opinion, expressed in the percentage of journalists who score 3 or 4 on the following scale:*
  1. *Not at all free*
  2. *No, not entirely free*
  3. *Yes, up to some level*
  4. *Yes, entirely free*

*Baseline (2012): 15%, Target (2015): 50%, Actual (2013): 18.76%*

- *Number of people reached by independent media on a regular basis (> once a week)*

*Baseline (2012): 240,000, Target (2015): 2,000,000, Actuals: 2012: 300,000; 2013: 500,000*

*In IATI this would look as follows:\**

```
<result type="2" aggregation-status="0">
  <title>
      <narrative>
      People have access to independent media
      covering diverse opinions
      </narrative>
  </title>
  <description>
      <narrative>
      Further explanation of the expected result.
      </narrative>
  </description>
```

```
<indicator measure="2" ascending="1">
<title>
    <narrative>
    The percentage of journalists who feel free
    to express their opinion (scoring 3 or 4).
    </narrative>
</title>

<description>
    <narrative>
    1= Not at all free
    2= No, not entirely free
    3= Yes, up to some level
    4= Yes, entirely free
    This result is measured through a bi-annual
    survey amongst journalists.
    </narrative>
</description>
<baseline year="2012" value="15">
    <comment>
    <narrative>
    Baseline measured in a survey amongst
    183 journalists in country X. Attention was
    paid to ethnic and gender diversity.
    Journalists employed by independent and state
    media and working for different kinds of media
    (newspapers, television, radio, platforms)
    participated.
    </narrative>
    </comment>
</baseline>
<period>
  <period-start iso-date="2012-01-01" />
  <period-end iso-date="2015-12-31" />
  <target value="50">
    <comment>
    <narrative>
    The goal is a situation in which at least half
    of the questioned journalists feels somehow
    free to express their own opinion
    </narrative>
    </comment>
  </target>
</period>

<period>
  <period-start iso-date="2012-01-01" />
  <period-end iso-date="2013-12-31" />
  <actual value="18.76">
    <comment>
    <narrative>
    Possible text describing how the actual value
    was measured, and its value
    </narrative>
    </comment>
  </actual>
</period>
</indicator>

<indicator measure="1" ascending="1">
<title>
    <narrative>
    Number of people reached by independent media
    on a regular basis( > once per week)
    </narrative>
</title>
```

```
<description>
    <narrative>
    Description of why this indicator is important
    and/or how it will be measured.
    </narrative>
</description>
<baseline year="2012" value="240000">
    <comment>
    <narrative>
    Narrative explanation of the baseline value.
    </narrative>
    </comment>
</baseline>
<period>
  <period-start iso-date="2012-01-01" />
  <period-end iso-date="2015-12-31" />
  <target value="2000000">
    <comment>
    <narrative>
    In 2015, 2 mln people in Country X should have access to
    independent media on a regular basis (60% of the population)
    </narrative>
    </comment>
  </target>
</period>

<period>
  <period-start iso-date="2012-01-01" />
  <period-end iso-date="2012-12-31" />
  <actual value="300000">
    <comment>
    <narrative>
    Narrative explanation of the actual value, e.g. how it was
    reached, in which areas the most progress was made.
    </narrative>
    </comment>
  </actual>
</period>

<period>
  <period-start iso-date="2013-01-01" />
  <period-end iso-date="2013-12-31" />
  <actual value="500000">
    <comment>
    <narrative>
    Narrative explanation of the actual value, e.g. how it was
    reached, in which areas the most progress was made.
    </narrative>
    </comment>
  </actual>
</period>

<period>
  <period-start iso-date="2014-01-01" />
  <period-end iso-date="2014-12-31" />
  <actual value="1200000">
    <comment>
    <narrative>
    Narrative explanation of the actual value, e.g. how it was
    reached, in which areas the most progress was made.
    </narrative>
    </comment>
  </actual>
</period>
</indicator>
</result>
```

**\* Please note this is a fictitious case, ONLY meant to provide insight in the way results can be communicated in your IATI data set.**

- In this example target values are defined for the full period of the activity. IATI also supports target values for different periods of time.
- In the example the actual values for 2015 are not given yet, but these can be easily added as soon as they are available.
- In this case we assume that the measured percentages are not suitable for aggregation (see '`aggregation-status="0">`')

**Colofon**

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If you have any feedback, please provide it to helpdesk-opendata@minbuza.nl.

Image on cover: Piet Mondriaan, "Victory Boogie Woogie"

PetersburgParamariboAnkaraRabatBelgradoRabatAtheneHarareNewYorkAntwerpenBuenosBogotáKairoHarareLagosManaguaQuitoHamburgLagosColomboMexico
atislavaLusakaBangkokSarajevoDamascusHoustonBonnAnkaraBrusselDarEsSalaamKobeSofiaKoealaLoempoerWellingtonAlgiersAnkaraAbujaChicagoMuscatDakar
ockholmKopenhagenCotonouBuenosAiresAddisAbebaLissabonParijsRabatDüsseldorfTokioLuxemburgMontevideoChicagoBagdadPortOfSpainBoekarestLuxemburgD
arHoustonAlmatyDubaiRomeBamakoBelgradoHamburgRomeDarEsSalaamSofiaDubaiColomboRabatAtheneDublinSydneyKobeBogotáPraagOuagadougouAlgiersK
gstonStPetersburgAmmanMilaanMexicoTeheranAbuDhabiFrankfurtAmMainBelgradoTorontoAddisAbebaAnkaraSarajevoPortOfSpainAiresStockholmAmsterdamAbel
TripoliLaPazKairoManaguaBagdadLosAngelesKievAnkaraColomboWarschauRomeBernKingstonLissabonBoedapestBoedapestNewYorkMaputoColomboNewYorkRiy
BamakoTelAvivKingstonMontevideoLaPazPraagDubaiWenenCotonouBerlijnLaPazDüsseldorfKampalaTeheranSeoelMontevideoBrasiliaPretoriaAnkaraBomaySofiaTo
ntoRomeZagrebWashingtonAmmanAtheneLaPazMoskouAlgiersAbidjanParamariboMaputoManillaKinshasaBarcelonaCaracasManaguaBarcelonaLusakaAntwerpen
oPauloBagdadLaPazParijsTorontoBrusselBerlijnPekingMontevideoAbuDhabiTelAvivLondenIstanboelAlmatyBangkokHelsinkiSanJoséParamariboAnkaraSaoPauloPret
iaBangkokMilaanBamakoHoustonHarareBrasiliaKairoSarajevoBratislavaWindhoekZagrebBrusselRiyadMoskouAlmatyMaputoKarachiVancouverSantiagoDeChileTu
ManaguaTeheranCotonouTokioTunisHelsinkiBoekarestHamburgKopenhagenStockholmWellingtonMelbourneKopenhagenRabatBerlijnAntwerpenSanJoséRomeLuxen
urgSofiaHoustonRiyadDüsseldorfAmmanAccraPraagKarachiKairoSarajevoAlgiersAnkaraLondenBamakoJakartaParamariboOttawaMontrealAlgiersMuscatWindhoek
yadLuandaMadridVaticaanstadWarschauBrasiliaVancouverAntwerpenDakarDarEsSalaamDubaiTripoliMaputoDublinBrusselSanJoséTelAvivMilaanBoedapestLusaka
nkfurtAmMainMelbourneMünchenAtheneDüsseldorfKampalaCanberraBamakoIslamabadSofiaLissabonBangkokRomeChicagoAlgiersRiyadhYaoundéRiyadhMuscati
mpalaParijsMadridBelgradoBelgradoSarajevoPraagKaapstadMelbourneLaPazTunisMoskouLosAngelesNewDelhiAddisAbebaAntwerpenBrusselWashingtonLusakaW
enHongKongBogotáLuandaRabatTokioWellingtonTokioMoskouAlmatyMilaanHamburgTelAvivMontevideoMaputoAlgiersMilaanMontevideoVancouverAnkaraBarcel
aPraagColomboWarschauMadridPretoriaBonnAtheneIstanboelWashingtonWellingtonKhartoemBonnLusakaDublinShanghaiWenenJakartaStockholmSanJoséMana
aNewYorkKhartoemAddisAbebaBagdadBrasiliaBelgradoMuscatLuandaSantiagoDeChileLusakaBomayRabatBomayOttawaBratislavaBagdadHavannaHavannaBerli
HongKongMilaanCanberraHamburgNairobiPraagIslamabadAbuDhabiQuitoTripoliWashingtonDubaiRomeJakartaLimaLondenStockholmMoskouNewYorkAddisAbel
NewYorkSingaporeSeoelHongKongFrankfurtAmMainKarachiBratislavaLosAngelesBoekarestAtheneSingaporeAnkaraBratislavaTunisLuxemburgZagrebMontrealSofia
dneySantiagoDeChileLondenDüsseldorfAtheneNewYorkBrusselJakartaKarachiLuxemburgNairobiDarEsSalaamAntwerpenAddisAbebaRabatSantiagoDeChileHamburg
obeYaoundéAddisAbebaMadridBangkokDüsseldorfTelAvivParijsSeoelParamariboCotonouLaPazHelsinkiPortOfSpainParijsKievBarcelonaAccraZagrebRiyadLosAngeles
ilaanDarEsSalaamOsloLuandaNewYorkKhartoemBoedapestAbuDhabiHamburgSaoPauloMexicoManillaBangkokMünchenBuenosAiresSarajevoAnkaraStPetersburgS
nghaiBagdadJakartaKoealaLoempoerTunisOsloBratislavaMontrealDhakaKigaliTelAvivIstanboelHongKongChicagoIslamabadKingstonDamascusTunisBogotáKopen
genWenenCaracasBernKoealaLoempoerTokioDublinAlmatyNewDelhiAtheneRiyadPortOfSpainBonnShanghaiRiyadKhartoemZagrebSofiaLagosKobeDublinQuitoLon
nPretoriaAlmatyKarachiAnkaraTokioHavannaBonnBerlijnBuenosAiresLagosShanghaiKopenhagenBagdadHongKongAlmatyMuscatAbuDhabiWenenSanJoséKoeweit
enenKievParijsBuenosAiresMadridKoeweitHarareParijsMoskouPretoriaTripoliMadridDamascusPraagKobeKoealaLoempoerKaapstadLuandaKievLusakaDarEsSalaam
elbourneZagrebParijsHoustonWindhoekParamariboBamakoBonnCotonouOttawaJakartaMuscatColomboManillaOsloNairobiDubaiSaoPauloPretoriaMaputoAmman
agdadNewDelhiLimaLaPazQuitoBogotáBamakoHamburgAlgiersLuandaKingstonRiyadMoskouLagosManaguaBuenosAiresManillaLimaMelbourneMexicoColomboC
berraAbuDhabiMelbourneWenenDarEsSalaamBrasiliaKoeweitParijsJakartaIstanboelTeheranKhartoemAbujaParijsStockholmTorontoNewDelhiQuitoSeoelBangkokW
enLaPazParamariboBoekarestSarajevoKoealaLoempoerBoekarestKingstonAlgiersStockholmLosAngelesDubaiSingaporeAnkaraAmmanCanberraBogotáParijsLaPazW
enAccraVaticaanstadPortOfSpainHoustonPretoriaLaPazIstanboelBoedapestHamburgVancouverDhakaDubaiBangkokAnkaraAlgiersKhartoemDubaiKobeBrusselMexi
StPetersburgParamariboAnkaraRabatBelgradoRabatAtheneHarareNewYorkAntwerpenBuenosBogotáKairoHarareLagosManaguaQuitoHamburgLagosColomboMexi
BratislavaLusakaBangkokSarajevoDamascusHoustonBonnAnkaraBrusselDarEsSalaamKobeSofiaKoealaLoempoerWellingtonAlgiersAnkaraAbujaChicagoMuscatDak
StockholmKopenhagenCotonouBuenosAiresAddisAbebaLissabonParijsRabatDüsseldorfTokioLuxemburgMontevideoChicagoBagdadPortOfSpainBoekarestLuxemburg
akarHoustonAlmatyDubaiRomeBamakoBelgradoHamburgRomeDarEsSalaamSofiaDubaiColomboRabatAtheneDublinSydneyKobeBogotáPraagOuagadougouAlgie
KingstonStPetersburgAmmanMilaanMexicoTeheranAbuDhabiFrankfurtAmMainBelgradoTorontoAddisAbebaAnkaraSarajevoPortOfSpainAiresStockholmAmsterdam
ebaTripoliLaPazKairoManaguaBagdadLosAngelesKievAnkaraColomboWarschauRomeBernKingstonLissabonBoedapestBoedapestNewYorkMaputoColomboNewYork
yadBamakoTelAvivKingstonMontevideoLaPazPraagDubaiWenenCotonouBerlijnLaPazDüsseldorfKampalaTeheranSeoelMontevideoBrasiliaPretoriaAnkaraBomaySo
orontoRomeZagrebWashingtonAmmanAtheneLaPazMoskouAlgiersAbidjanParamariboMaputoManillaKinshasaBarcelonaCaracasManaguaBarcelonaLusakaAntwer
nSaoPauloBagdadLaPazParijsTorontoBrusselBerlijnPekingMontevideoAbuDhabiTelAvivLondenIstanboelAlmatyBangkokHelsinkiSanJoséParamariboAnkaraSaoPaulo
etoriaBangkokMilaanBamakoHoustonHarareBrasiliaKairoSarajevoBratislavaWindhoekZagrebBrusselRiyadMoskouAlmatyMaputoKarachiVancouverSantiagoDeChil
unisManaguaTeheranCotonouTokioTunisHelsinkiBoekarestHamburgKopenhagenStockholmWellingtonMelbourneKopenhagenRabatBerlijnAntwerpenSanJoséRome
emburgSofiaHoustonRiyadDüsseldorfAmmanAccraPraagKarachiKairoSarajevoAlgiersAnkaraLondenBamakoJakartaParamariboOttawaMontrealAlgiersMuscatWindl
ekRiyadLuandaMadridVaticaanstadWarschauBrasiliaVancouverAntwerpenDakarDarEsSalaamDubaiTripoliMaputoDublinBrusselSanJoséTelAvivMilaanBoedapestLus
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tKampalaParijsMadridBelgradoBelgradoSarajevoPraagKaapstadMelbourneLaPazTunisMoskouLosAngelesNewDelhiAddisAbebaAntwerpenBrusselWashingtonLusa
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