

Participatory Monitoring & Evaluation

11-21 November 2014

I. General Course Information

Participants	Project or Program Managers, M & E staff, Researchers, or anyone whose work involves M & E concerns
Venue	ICDC, ETO, KU, Bangkok, Thailand

II. Background, Objectives and Content

The millenium development goals include as a priority, poverty alleviation. National strategies have been implemented for sustainable development in every country through various development efforts and integrating monitoring and evaluation systems within the management of programmes and projects to measure performance and outcomes to meet the overall strategic objectives.

The approach used in monitoring and evaluation is results based not only in terms of attaining the objectives but providing opportunities for the beneficiaries and other stakeholders to participate and learn in the process to be able to institutionalize the activity within the community. Not only is the approach cost-effective it but also ensures involvement of the beneficiaries throughout the project/program planning, implementation and evaluation. Identifying indicators, measurement and statistical analysis of quantitative data complemented by qualitative data enhances the analysis of the results.

This training, therefore, is aimed at providing the participants a crosscutting edge of experiences in both theory and practice in monitoring and evaluation activities. The output of the 2-week course will be a functional level of ability of the participants to:

1. explain the importance of participation in monitoring and evaluation in the strategic management of projects;
2. apply theories and techniques of monitoring and evaluation to development programmes and projects;
3. learn from the Thai experience participatory planning, monitoring and evaluation of development projects at different administrative levels;
4. develop indicators for monitoring and evaluation;
5. design measuring tools, for both quantitative and qualitative data;
6. try-out data gathering plan in the field;
7. process data gathered by using an appropriate statistics program; and
8. present and discuss findings in relation to the specified objectives.

II. Training Methodology

The program is a combination of theory and field practice. Short lectures and substantial practice to enable participants to apply what has been learned is the main method augmented by field visits to organizations to provide insights on best practices in developing monitoring systems integrated in the overall strategy planning in a department or the organization. In all aspects of the program, the participants are expected to share ideas, raise particular concerns during the discussions, and be able to write a draft report on lessons learned at the end of the program. Where time permits, visits to cultural places are also included to enhance an understanding of Thai culture which directly or indirectly affects the total development process especially in accountability and transparency.

III. Training Content

Module 1 – Overview of Monitoring and Evaluation

- Monitoring and evaluation in the project cycle
- Stakeholders analysis for participatory M & E

- The project logframe
- Module 2 – Strategies in Measurement
- Monitoring and evaluation concepts
 - Identifying indicators
 - Quantitative measures and sampling methods
 - Qualitative measures
 - Designing measuring tools
- Module 3 – Implementing Monitoring and Evaluation Activities
- Planning for fieldwork
 - Data collection
 - Organizing and processing data
- Module 4 – Presenting the Results
- Presenting data
 - Interpretation of results
- Module 5 - Planning for the development and integration of participatory monitoring and evaluation systems in the organization

V. Evaluation of Performance

Participants' outputs are evaluated through their small-group presentations to the whole group. Training management is monitored through a daily feedback sheet, a field trip evaluation form and an end-of-course evaluation form by the participants.

VI. Costs

The course fee is US\$1500 per participant which covers cost of tuition, training materials, morning and afternoon snacks, and transportation during field trips.

Not included are costs of accommodation, meals, personal expenses, transportation outside training activities and insurance.

Certificate

Participants who satisfactorily complete all the workshop activities and assignments will receive a Workshop Participation Certificate awarded by Kasetsart University.

Further Information

For details and more up-to-date information, please contact:

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Next Regular Courses

Gender and Development, 16-26 September 2014
Results-Based Projects/Program Management, 7-17 October 2014
Communication for Development, 13-23 January 2015

Tailored courses to meet specific needs can also be arranged

Deadline of application: 1 October 2013. ICDC reserves the right to cancel the program not later than 22 October 2013 if the minimum group size has not been reached.