

Monitoring & Evaluation Training Course

Venue: STEM-VCR, Viale Giulio Cesare, 109 – Rome
11 – 22 December 2017

Course Brief and Methodology

The ten day M & E training course will equip you with advanced Project Monitoring and Evaluation skills through a mix of practical activities, theory and examples of effective practice, including developing an appreciation of the components of an effective M & E Plan, develop indicators and targets participatory methods for data collection and analysis, tools, sharing and feedback mechanisms and reporting to enhance your capacity of managing the project effectively and efficiently to deliver on the expected intervention outcomes.

Training Course Objective

To greatly enhance the project monitoring and evaluation skills for effective and efficient project implementation.

Participants

10 Government Officials of Ministry of Planning, Implementation, Monitoring and Evaluation Division (IMED) - Sher e-Bangla Nagar, Dhaka

Trainers

Paolo Dieci: is the President of the NGO CISP and of the network of NGOs Link 2007. He is teaching Project & Evaluation and Project Cycle Management at the post graduate master courses at the Jomo Kenyatta University, the IUSS (University Institute of higher studies) of the University of Pavia and the University of Bethlehem. Since January 10, 2015 is an elected member of the National Council on International Cooperation, established by the law 125 / 2015 on the international cooperation of Italy. Paolo has spent more than 8 years in East Africa and has conducted identification, monitoring and evaluation missions in more than 20 countries, in Eastern Europe, Northern and Sub Sahara Africa, Middle East and Latin America. He is also the author of various essays and articles published on Italian and European magazines and newspapers on issues related to development and humanitarian aid, the international agenda (MDGs and SDGs) and the impact of aid in fragile states and societies.

Gianfrancesco Costantini: is an Evaluation Expert. He is a sociologist, working since 1985 on development policies and development processes. Gianfrancesco professional activity was carried out in different geographic areas (Europe, Asia, Latin America, North America, East and West Africa, Southern Africa, the Mediterranean Region, Oceania) and have been focusing on the role of public and civil society actors in governance, development processes and service delivery, as well as on poverty and social exclusion. Innovation processes involving public authorities have been a subject of interest in this framework. Gianfrancesco conducted and led research, technical assistance and evaluation studies in cooperation with the European Union, the World Bank, the African Development Bank and the Inter-American Development Bank, the UNDP and the specialised UN agencies, the Italian national and regional governments, the bilateral aid agencies of several EU countries, as well as NGOs and academic institutions based in European, Latin American, African and Asian Countries. Gianfrancesco extensively engaged with training activities and workshops on Governance and Development policies, on Knowledge Management, on Research methodology, on Public Service Evaluation (in particular on participatory evaluation of service quality) and on Monitoring and Evaluation. Gianfrancesco is currently involved in projects concerning the mapping of civil society actors in different countries, in the formulation of projects and programmes (including the development of M&E System), and in the testing of M& E approaches. Activities in Asia included studies in 14 countries and field research, TA and M&E activities in Bangladesh, Thailand, India, Nepal, and Philippines.

Didactic Coordinator and Tutor

Mrs. Serena Saquella and Mr. Michelangelo Casano



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I SESSION

Trainer: Mr. Paolo Dieci

Date & Hours	Subjects
December 11 09:00 – 13:00	<ul style="list-style-type: none">• Presentation of the module; expectations from the participants• Definition of project and practical implications of the concept: what do we need to know to identify and eventually formulate a good project?• Programming and Identification: the first two steps of the PCM.• Programming: Case Study from the European Commission• Identification: presentation of the Case Study “Strengthening Resilience in a Pastoral Area of East Africa”• Two essential tools for the identification of one project: the SWOT Analysis and the Stakeholders Analysis• Identification of the stakeholders for the project assumed as case study• First Groups Work on the Swot Analysis• Presentation of the outcomes of the groups work in plenary
December 12 09:00 – 13:00	<ul style="list-style-type: none">• From the Identification to the Formulation: introduction to the Logical Framework and to the concept of Evaluability• Plenary work on the Logical Framework• Widening of the logical framework
December 13 09:00 – 13:00	<ul style="list-style-type: none">• How to identify and categorize the indicators• Translating the concept of evaluability into practice• Second Groups work on the Logical Framework
December 14 15:00 – 19:00	<ul style="list-style-type: none">• Presentation of the groups work in plenary and discussion• Summing up of the topics of the previous days• Again on the logical framework: class work
December 15 09:00 – 13:00	<ul style="list-style-type: none">• Introduction to Implementation, Monitoring and Evaluation• Debating Monitoring: scope, limitations and tools• Third groups work on monitoring• Presentation in plenary of the groups work• Summing up of all the topics of the module



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II SESSION

Trainer: Mr. Gianfrancesco Costantini

Date & Hours	Subjects
December 18 09:00 – 13:00	<ul style="list-style-type: none"> • Introduction; presentation of the module; expectations by the participants • Why the evaluation and monitoring • Projects, Programme and Public Policies: a paradigmatic change for public authorities • Administrative processes (comply to the rule); governance dynamics (problem identification and solving); development processes (change dynamics); service delivery • The programming cycle • Actors in the programming cycle – the linkages between design and evaluation
December 19 09:00 – 13:00	<ul style="list-style-type: none"> • Types of evaluation • Basic Evaluation criteria (Relevance, Effectiveness, Efficiency, Sustainability, Impact, Visibility, Value-added, Coherence) • Specificities in the evaluation of policy, programme, project, and services (the concept of quality) • Case studies from international cooperation and from policy initiatives in Europe and Italy
December 20 09:00 – 13:00	<ul style="list-style-type: none"> • Evaluation questions and indicators • Methodological issues (relevance, validity, reliability, representativeness, stakeholders involvement, ...) • Methodological principles and the evaluation strategy • Information Sources and data gathering techniques • Case studies from international cooperation and from policy initiatives in Europe and Italy
December 21 09:00 – 13:00	<ul style="list-style-type: none"> • New approaches to evaluation (theory of change, ...) • The perspective of the customer/user of evaluation results • The formulation of terms of reference • The management of the evaluation process • Application from ToR to evaluation design
December 22 09:00 – 13:00	<ul style="list-style-type: none"> • Working groups work on evaluation • Presentation in plenary of the groups work

Annex I

List of Participants

Government Order (GO) Memo No: 21.00.0000.060.14.056.16-632
 Name of Program: Overseas Certificate Course on 'Monitoring and Evaluation'
 Participants: 10 (Ten) Government Officials & 01 (One) Program Coordinator
 Duration: 28 (twenty-eight) days excluding travel time
 Date of Implementation: 06 December 2017-02 January 2018

Sl. No.	Name	Designation & Office	Passport No.	Reason to Visit
01	Mr. Md Mahbubur Rahman	Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 6131113	Official Visit
02	Mr. Mohammad Habibul Islam	Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 6211273	Official Visit
03	Mr. Mohammad Abdullah Al Mamun	Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 1236758	Official Visit
04	Mr. Khalil Ahmed, Director	IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 2204662	Official Visit
05	Mr. Md Ashraf Hossain	Deputy Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 2055682	Official Visit
06	Mr. Md Saiful Islam	Deputy Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 3150632	Official Visit
07	Ms. Nasrin Sultana	Deputy Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 7221190	Official Visit
08	Ms. Fatima- Tuz- Johora Thakur	Deputy Director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 8222004	Official Visit
09	Mr. Md Ariful Islam	Assistant director, IMED, Ministry of Planning, Sher e- Bangla Nagar, Dhaka	OC 8114662	Official Visit
10	Ms. Upama Akter	Assistant Chief, Socio-Economic Infrastructure Division, Planning Commission, Sher e- Bangla Nagar, Dhaka	OC 1134089	Official Visit
11	Mr. Sakhawat Khan	Program Coordinator	BE 0843002	Official Visit