

File
pms

MONITORING AND EVALUATION

PRESENTED AT THE DISSEMINATION
WORKSHOPS FOR GUIDELINES FOR
SPECIAL GRANTS FOR PWDS

BINTALY

Structure of the Presentation

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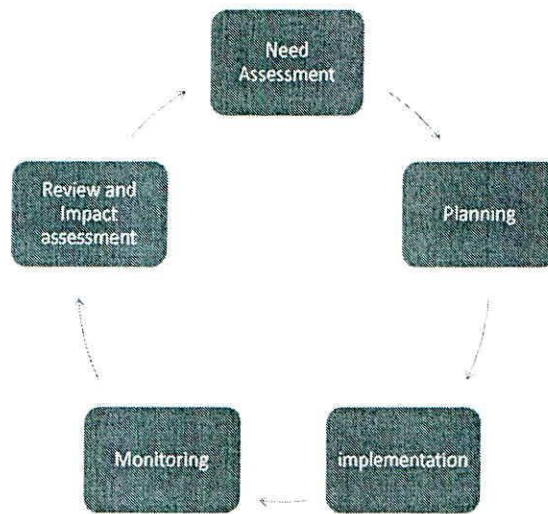
1.0 Definitions

- Monitoring is the process of observing project progress, resource utilization and anticipating deviations from the planned expectations;
- Alternatively, monitoring is continuous or periodic checking at every level of implementation of the activities to ensure that inputs, expected outputs and other required actions are going on as planned. Monitoring asks; what are we doing? Are we doing the right thing?
- Evaluation is the assessment of impact of the project to the targeted beneficiaries. Evaluation asks; what have we achieved or what impact have we made?

2.0 Why M&E:

- To make sure that activities of a project are implemented as planned;
- To document experiences to guide the future;
- To provide information for planning and decision making;

2.0 Why M&E Cont...



3.0 Monitoring and Evaluation Process

- In order to monitor and evaluate a project, we must have the following:
- Monitoring tool with indicators;
- Baseline data;
- Work plan; and
- Resources;

4.0 Key indicators

- No of PWDs to be supported;
- Amount of funds allocated to the IGAs;
- No and Types of IGAs;

Baseline

- The groups shall be required to establish baseline data on each of these indicators so that they are able to measure change periodically;
- The Committee will need to establish how much money has been disbursed to the PWD group and ascertain whether the activities it has been used for are the very ones in the work plan;

4.0 Baseline Cont...

- To establish whether the target PWD group is implementing collective IGAs or members are implementing individual IGAs;

Work plan

- The PWDs groups need to develop a work plan at the project inception;
- The activities in the work plan must contribute to the specific objectives of the IGA, goal and vision of the;
- The work plan must have targeted outputs which are time bound. Each output must have a clear budget

4.0 Baseline Cont...

Human and Financial Resources

- The district PWDs Grants Committee will carry out the monitoring of the grants implementation;
- The grants from the centre will be disbursed to the chief administrative officers who will in turn transfer the resources to the qualifying PWDs groups;
- Similarly, accountability of the utilization of the funds will be channeled through the CAO to the Ministry.

5.0 Reporting

The PWDs Groups will be required to report quarterly through the CAO to the Ministry. The report shall follow the following format:

- Statement of the objective;
- Description of work plan against the work plan;
- Challenges encountered during implementation;
- Strategies to address the challenges;
- Best practices documented;
- Key activities for the next quarter