XCELERATE TRAINING INSTITUTE

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FUNDRAISING AND GRANTS MANAGEMENT

Monitoring and Evaluation of Humanitarian Programme and Projects Training Course

DURATION	LANGUAGE	FORMAT
5 days	**English**	**Classroom / Online**

Upcoming dates

Dates	Venue	Format	Fee
4 – 8 Jan 2027	Live online	Online (live)	**€1,200**
8 – 12 Feb 2027	Geneva	Classroom	**€4,800**
12 – 16 Jul 2027	Live online	Online (live)	**€1,200**

Register or ask a question

Online: staging.x8ti.com/course/monitoring-and-evaluation-of-humanitarian-pr…

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Monitoring and Evaluation of Humanitarian Programme and Projects Training Course

Introduction

The first points of the Xcelerate Training Institute course outline introduces the fundamental concepts of monitoring and evaluation. It explains what these terms mean and how they work together. It also discusses different ways to review and assess programs, as well as the types of information that can be collected and analyzed. This module lays the groundwork for the rest of the course by providing a solid understanding of the basics.

Learning Objectives

This course aims to equip participants with

- Knowledge: A solid understanding of monitoring and evaluation concepts, methods, and techniques.
- Skills: The ability to design, implement, and conduct effective monitoring and evaluation activities.
- Attitudes: A commitment to ethical and evidence-based evaluation practices.

Specifically, participants will learn to:

- Understand the purpose and benefits of monitoring and evaluation.
- Use logic models to plan and track program progress.
- Collect and analyze data to measure program outcomes.
- Develop and implement comprehensive M&E plans.
- Conduct evaluations that adhere to ethical principles.

Training Methodology

The course emphasizes experiential learning through practical exercises. It is flexible and adaptable to participants' backgrounds and roles. The instructor will facilitate learning through group discussions, case studies, role-plays, and presentations.

Benefits For Your Organization

Benefits of the Monitoring and Evaluation Course for Your Organization

A Monitoring and Evaluation (M&E) course can offer significant advantages to your organization. It can help you:

- Improve program outcomes: By providing data-driven insights, M&E helps you make informed decisions to enhance program effectiveness.
- Allocate resources wisely: M&E data allows you to prioritize programs and allocate resources based on their impact.
- Build stronger partnerships: M&E fosters trust and collaboration with stakeholders.

- Ensure program sustainability: M&E helps you identify areas for improvement and adapt your programs accordingly.
- Foster organizational learning: M&E contributes to a culture of continuous improvement and evidence-based practice.

Benefits for You

- Enhanced Understanding: I could gain a deeper understanding of monitoring and evaluation principles, methods, and best practices. This knowledge could improve my ability to provide informative and accurate responses to questions related to these topics.
- Improved Task Performance: I could use the information from the course to refine my responses to prompts that require me to analyze data, evaluate information, or provide recommendations.
- Expanded Capabilities: By learning about different M&E techniques and tools, I could potentially develop new capabilities or improve existing ones.

Who Should Attend

Program managers, officers, coordinators, M&E officers, and supervisors involved in monitoring and evaluation activities.

Expected Benefits

- Enhanced understanding of monitoring and evaluation.
- Improved ability to overcome challenges in program monitoring.
- Strengthened organizational capacity to assess performance and make data-driven decisions.
- Increased accountability and transparency in program implementation.

Course Outline

Introduction to Monitoring and Evaluation

- Principles and types of monitoring and evaluation activities
- Monitoring and Evaluation Methods: Various Methods of Program Review, Supervision and Evaluation
- M&E indicators and data sources at different levels of the results chain

Logic Models and logic frameworks (log frames)

- What are logic models and how they are used?
- Using logic models in planning, M&E, and communication
- Designing a logic model
- Building a results-based M&E system
- Differences between logic model and log frame matrix

Indicators and Data Collection

- M&E indicators and data sources at different levels of the results chain
- Converting key performance indicators into targets

- Basic quantitative and qualitative data collection techniques
- Using different types and sources of data for different kinds of targets
- Data Processing: analysis, interpretation and presentation of data

M&E Plan

- Understanding the basic components of the M&E plan
- Purpose of the M&E plan
- Developing your M&E plan

Evaluation Ethics and Guiding Principles

- Ethical Challenges facing evaluators
- Identifying Ethical problems
- Politics in Evaluation
- Guiding Principles for Evaluation

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Registration Form

Monitoring and Evaluation of Humanitarian Programme and Projects Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

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