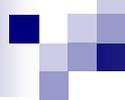


Monitoring and evaluation (M&E) training at ECA

Evaluation Division

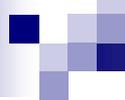
June 2010

**Office of Policy and Evaluation
Bureau of Educational and Cultural Affairs (ECA)
U.S. Department of State**



Session Overview

- **Overview of ECA Evaluation Division:**
 - role and function
 - resources and services provided
- **Key M&E terms**
- **Needs assessment results**
- **Proposed M&E training design**
- **Follow-up needs, Q&A**



ECA Evaluation Division

- **10+ years**
- **9 staff**
- **Two ways we assess ECA programs:**
 - **Performance measurement -- “monitoring”**
 - **Evaluation -- “evaluation”**

Performance measurement of ECA programs

- Monitor program effectiveness and implementation
- 6+ years, 90+ programs
- Pre, post, and follow-up surveys
- Share data with program staff & policymakers to improve management and accountability
- Bureau indicators for OMB, etc.

Evaluation of ECA programs

- Assess skills and knowledge participants gained through the program and how they applied them
- Determine whether and how participants shared what they learned with others
- Assess professional development, organizational changes, and institutional networking that resulted
- Longer-term, more in-depth, interviews, fieldwork

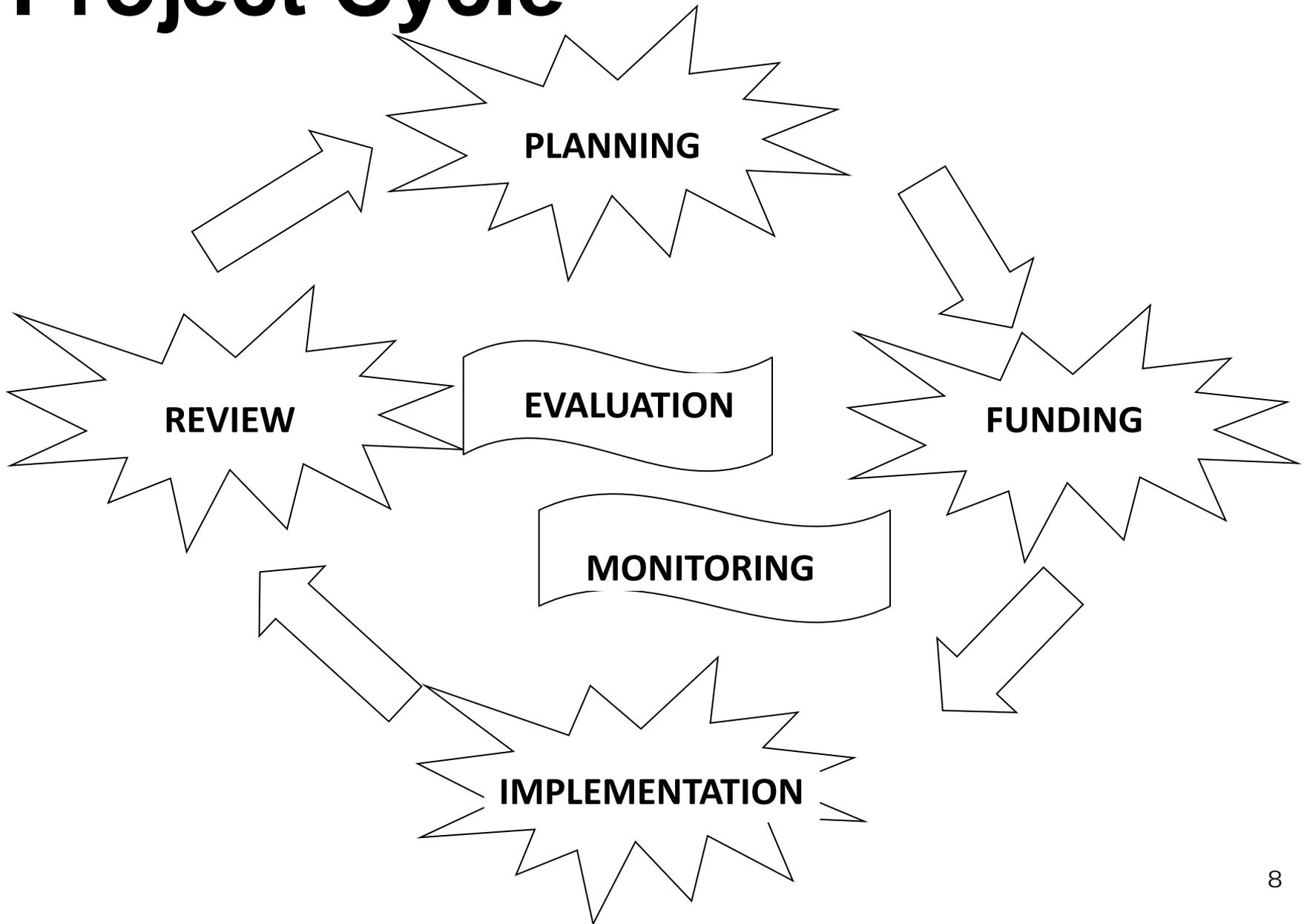
Other Evaluation Division services...

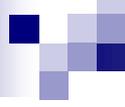
- Build capacity in program monitoring and evaluation (M&E)
- Consultations with ECA program staff
- Collaboration with DOS offices
- Cross-agency collaboration
- Library of paper/online resources

Evaluation Division resources

- Hard copy library on 5th floor
- ECA Evaluation Division:
 - <http://exchanges.state.gov/programevaluations/program-evaluations.html>

Project Cycle





Monitoring vs. Evaluation

- Focus
- Source of data
- Frequency of data collection and reporting
- Efficiency and effectiveness

Needs Assessment Results

- How Important is M&E for program planning and implementation?
 - 92% “very important”
 - 8% “somewhat important”
- What is your experience using M&E in your work?
 - 71% “Some”
 - 21% “Considerable”
 - 8% “None”

Needs Assessment Results

- How much M&E training have you received?

- 58% “Some”
- 29% “None”
- 13% “Extensive”

- What is your experience using M&E in your work?

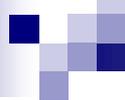
- 71% “Some”
- 21% “Considerable”
- 8% “None”

Needs Assessment Results

- Indicate importance of M&E in your work (very important):
 - 75% writing clear goals
 - 63% reviewing results
 - 58% working with grantees
- Indicate need for training:
 - High need
 - 50% working with grantees
 - 46% writing clear goals
 - Medium need
 - 63% reviewing results

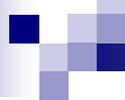
Needs Assessment Results

- ...How to evaluate the effectiveness and influence of programs that cannot be measured quantitatively
- ...If [the program] is meeting their goals and expectations, and how to change the program [when it isn't]
- How to evaluate an evaluation plan that is presented in a proposal...
- What would be helpful is a generic checklist to use...that fulfill the program officer's M&E responsibilities



Needs Assessment Results

- ...A broad overview of how we can best use your resources would be useful.
- Assessing attitudinal change of program participants after taking part in an exchange program.
- ...I am having difficulty understanding how programs are measured...in terms of their...effectiveness and impact..



Proposed Training Design

■ Session One:

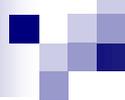
- Writing clear and measurable goals and objectives for projects and programs

■ Session Two:

- Working with grantees to design or improve monitoring and evaluation

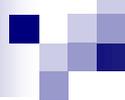
■ Session Three:

- How to apply findings and results to improve design, implementation, and management



M&E Session One: Writing Objectives

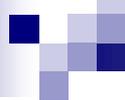
- Why have objectives?
- Goals vs. objectives
- Smart and not so smart
- The “good” objective
- Groups of objectives



M&E Session Two:

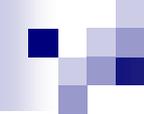
Working w/ grantees on M&E

- Program cycle...RFGPs to implementation
- M&E guidance is good... but quality of follow-through often varies
- Feedback to grantees in proposal design
- Surveys, other data collection tools
- Use and implementation of the results
- Knowing what to look for, what to ask for, when and where to get more support



M&E Session Three: Using the results – applying what you learn

- Will review various ways program staff can use M&E data, theoretical and concrete
- How DOS and ECA programs have used results to improve performance and effectiveness
- Provide forum for exchanging experiences with using information



Follow-up needs, Q&A

- **What we need from you:**
 - Grants proposals
 - Program background info
 - Current M&E practices/tools
- **Timing for training sessions**
- **Other questions?**



Further questions?

Email

ECAEvaluation@state.gov