



Institute for Capacity Development (ICD)

50 KN59 Street, Q. Matheus Road, P.O. Box 545, Kigali, Rwanda. Website: www.icdtraining.com
Cell: +27603048492|Cell +264813866883| E-mail: coordinator@icdtraining.com

Monitoring and Evaluation of Community and Development Projects

Course Objectives

On completion of the course, participants should be able to:

- Understand methods for assessing economic, social, environmental and institutional impact
- Plan a monitoring and evaluation project
- Develop evaluation questions that address stakeholders needs
- Effectively communicate monitoring and evaluation data.
- Collect, manage, analyze and report project data
- Explain the role of community leadership in project development
- To provide tools for project control and evaluation
- Improve professional capacity to formulate, monitor and evaluate projects
- Understand consultation procedures for effective communications and coordination
- Develop own Monitoring and Evaluation Action Plan to implement on-the-job

Target Groups

- Project managers
- Project coordinators
- Senior Project Officers
- Development Project Officers in Government, Private Sector and NGO's
- Officials from Project Management Units, Project M&E Units, Contract Compliance/Performance Monitoring Units, and Procurement Units

Course Outline

- General management principles
- Project management concepts and principles
- Project Cycle management
- Problem Diagnosis techniques –Project stakeholder analysis
- Analysis of Institutional Framework
- Tools for project Implementation
- Tools for project control
- Overview of Monitoring and Evaluation
- Techniques of project monitoring auditing
- Evaluating project management systems and practices
- Designing management monitoring systems
- Coordinating with national bodies, project steering committees, and project staff
- Evaluating social and institutional change
- Measuring results and impacts

- Assessing economic, social and environmental impact
- Post-project evaluation
- Monitoring & Evaluation Indicators and Measurements
- Variables and indicators
- The LOGFRAME Approach
- Surveys and Sampling techniques
- Data characteristics and sources
- Appraisal and rapid appraisal techniques
- Conducting surveys and other social studies
- Monitoring & Evaluation Systems and Tools
- Standards in data management
- Organizational issues in managing information and data
- Monitoring and Evaluation Data Analysis and Interpretation
- Determining and presenting data outputs
- Consultative communications with stakeholders
- Developing the Project Performance Audit Report
- Action planning

Dates: 16th – 27th May 2022

Duration: 2 Weeks

Course Costs: US\$2850/delegate

Venue: Kigali, Rwanda