



PROJECT AND CONTRACT MANAGEMENT

Monitoring and Evaluation for Programmes and Projects

5 day course

Classroom, online or in-house

Course overview

Monitoring and evaluation is contractually required on almost every donor funded and public programme, and it is commonly produced as a reporting burden that satisfies the funder while telling the implementer nothing they can act on. This course covers doing it usefully. Delegates work through the results chain from activities through outputs to outcomes, indicator selection and the definitions and means of verification each requires, and baselines without which no later claim can be substantiated. Data collection, quality and the realities of field data are covered. Analysis and reporting against targets follow. Evaluation is distinguished from monitoring, including timing, questions and independence. The course closes on using findings to change a programme rather than to justify it.

What you will learn

- Build a results chain from activities through outputs to outcomes
- Select indicators with clear definitions and means of verification
- Establish baselines that later claims can be measured against
- Design data collection and manage data quality in the field
- Analyse and report performance against targets honestly
- Distinguish evaluation from monitoring and commission it appropriately
- Use findings to change a programme rather than to defend it

Who should attend

- Monitoring and evaluation officers and specialists
- Programme and project managers in development
- Government planning and performance staff
- Donor and funding agency personnel
- Non governmental organisation staff reporting to funders

Course outline

- 01 Satisfying the funder, informing nobody
- 02 The results chain
- 03 Indicator selection and definition
- 04 Means of verification
- 05 Baselines and their absence
- 06 Data collection and field data quality
- 07 Analysis and reporting against targets
- 08 Evaluation, independence and using findings

Upcoming dates

Dates	Venue	Format	Fee per delegate
14 to 18 December 2026	Port Louis, Mauritius	Classroom	USD 1,325
8 to 12 February 2027	Online	Online	R8,500
22 to 26 February 2027	Addis Ababa, Ethiopia	Classroom	USD 1,325
8 to 12 March 2027	Lagos, Nigeria	Classroom	USD 1,325



Fees and how to register

This 5 day course is **R8,500** per delegate online, **R19,950** in the classroom in South Africa, Botswana, Namibia, Lesotho and Eswatini, and **USD 1,325** in the classroom elsewhere in Africa. In-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afriscience.co.za, or WhatsApp us on **+27 63 479 1136**.

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