**BINDURA UNIVERSITY OF SCIENCE EDUCATION**



**FACULTY OF AGRICULTURE AND ENVIRONMENTAL SCIENCE**

**Semester:** August- December (Block Release and weekend school)

**Lecturer (s):** Mujuru L (PhD) ***Contacts***: Mobile : 0712 220651/0778697955

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***Consulting time***: by appointment.

**PLANNING, MONITORING AND EVALUATION (MFS 503)**

**COURSE DESCRIPTION**

The purpose of this course is to guide students in understanding the theories, methods and applications of planning, monitoring and evaluation for a variety of developmental projects. The course will describe various methods of planning, monitoring and evaluation of a diversity of socio-economic initiatives. It will also review planning, monitoring and evaluation theories for developmental organisations, while providing opportunities for students to analyse applications of evaluation in the field. The course will discuss the formulation of evaluation questions, data collection, analysis and reporting, and will provide students with the opportunity to analyse case studies of actual assessments of socio-economic mission initiatives carried out in the field. This course will also allow students to demonstrate their mastery of the material through designing and presentation of an outcome assessment (end of course project).

**Learning objectives**:

At the end of the course students should be able to:

* Distinguish common approaches to project design;
* describe critical issues for project planning;
* be familiar with the basic concepts and main characteristics of monitoring and evaluation;
* explain monitoring and evaluation approaches and theories;
* explain monitoring and evaluation systems and processes
* understand the differences between various kinds of evaluations;
* explain the different kinds of indicators;
* describe the basics of M & E frameworks;
* explain the role of monitoring and evaluation in the Project Cycle Management;
* explain the value for monitoring and evaluation in the implementation of projects;
* develop Monitoring and Evaluation Plan;
* analyse the importance of M&E for accountability and reporting.

**Course outline**

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| **Session** | **Lecture (Hrs)** | **Content** |
| 1 | 1 (4) | **BASIC CONCEPTS OF PLANNING, MONITORING AND EVALUATION**   * Definitions- M&E basics * The Importance of Planning, monitoring and evaluation * Principles of project management * Approaches to project planning |
|  |
| 2 | 3 (4) | **PROJECT DESIGN AND MANAGEMENT**   * The project cycle management * Project risk assessment |
| 2 (4) | **MONITORING AND EVALUATION**   * Types of M and E systems and processes * Planning for M & E in the project cycle * Steps in Monitoring * Elements of M & E plan * Data Collection/Capture/Data Quality Checks |
| 3 | 3 (4) | **DESIGNING AND IMPLEMENTING an M&E system in Developmental Projects**   * Results based M & E systems * Performance monitoring and evaluation * Participatory Monitoring and Evaluation * MOMS * Writing a monitoring report |
| 4(4) | **PROJECT EVALUATION**   * Types of project evaluation * Steps in project evaluation * Data management and information use * Components of an evaluation report |
| 4 | 5 (4) | **IMPACT EVALUATION AND THE PROJECT CYCLE**  Economic impact assessment  social impact assessment  Ecological impact assessment  Political impact assessment |
| 5 | 6(4) | **PROJECTS FINANCIAL AND ECONOMIC APPRAISALS**   * Economic valuation * Cost benefit analysis * Non market valuation |

**Continuous Assessment Criteria**

Test 15%

Group discussions 05%

Assignments 10%

Final exam 70%

**Recommended Literature**

1. GIZ. 2015. Results-based monitoring. <https://www.giz.de/rd-en/aboutgiz/518.html>
2. Schuetz T., Förch W., Thornton P., Vasileiou I. (2017) Pathway to Impact: Supporting and Evaluating Enabling Environments for Research for Development. In: Uitto J., Puri J., van den Berg R. (eds) Evaluating Climate Change Action for Sustainable Development. Springer, Cham. <https://doi.org/10.1007/978-3-319-43702-6_4>.
3. Schuetz, T., Förch, W., & Thornton, P. (2014). Revised CCAFS theory of change facilitation guide. Copenhagen: CGIAR Research Program on Climate Change, Agriculture and Food Security (CCAFS). <http://hdl.handle.net/10568/56873>.
4. UNDP 2009. [Handbook on Planning, Monitoring and Evaluating for Development Results](http://web.undp.org/evaluation/handbook/documents/english/pme-handbook.pdf)  <http://web.undp.org/evaluation/handbook/documents/english/pme-handbook.pdf>
5. World Bank. [The Logframe Handbook: A Logical Framework Approach to Project Cycle Management World Bank](http://documents.worldbank.org/curated/en/2005/01/5846691/logframe-handbook-logical-framework-approach-project-cycle-management)
6. World Bank. 2004. Ten steps to results based monitoring: A handbook for development practitioners. World Bank. Washington DC.
7. Internet resources: library2.**buse**.ac.zw/index.php/**electronic**-**resources**
8. Google scholar