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Strategia Netherlands

Module6

Assignment

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**Module 6 Questions:**

**Q 1:** Explain the value of considering the implementation capacity and what steps to take therein while developing an M&E plan in an organization. (20 mrks)

As document that provides information that will enable tracking of progress and reach informed decision-making in the implementation of activities of the project or program, the values of considering the implementation capacity of M&E plan is on improving the ownership and commitment of all stakeholders that should lead on dealing with different M&E plan functions/steps.

**Steps on developing an M&E plan are[[1]](#footnote-1)**:

1. Introduction
2. Description of the Program
3. Indicators: The plan should include a description of the indicators that will be used to monitor program implementation and achievement of objectives and goals
4. Data Sources: This section would include the various sources of information and diagrams of how that information is reported and how the M&E unit would obtain that information. An analysis of the strength of the information system would be important to assess the validity of the information that is obtained
5. Monitoring Plan: This is the part of the document that describes what will be monitored and how it will be monitored. It will name specific program components that can be measured for ongoing progress. It also states when the monitoring activities will be undertaken and by whom
6. Evaluation Plan: This part of the plan is comprised of a built-in evaluation that would take measures at baseline (at the start of the program) and compare them to the same measures at the end of the program (or in an ongoing effort, periodically)
7. Plans for Dissemination and Use of Information: This section of the plan will describe how the information that the M&E Plan describes will be disseminated and used
8. Capacity and Needs for M&E Plan Implementation: This section of the M&E Plan details what capacity is needed to implement those functions and how those will be addressed
9. Mechanisms for M&E Plan Update: This mechanism needs to be in place because program changes can and will occur. These changes affect the original M&E plan for both performance monitoring and impact evaluation.

**Q2:** Explain the main qualitative features of an M&E plan, which distinguishes it from any other plan in M&E. (10mrks)

Methods of plan development

The main qualitative features of an M&E plan are participatory approaches and qualitative methods used to develop the plan as a way of consensus building and enhancing ownership and accountability at each stage of implementation.

**Bibliography**

1. Strategia Netherlands – Modules Course

1. Strategia Netherlans – M&E Module6 course [↑](#footnote-ref-1)