**ASSIGNMENT**

1. ***Giving examples differentiate between Monitoring and Evaluation.***

***Answer:*** Monitoring and Evaluation are the two management tools that help in keeping a control on the business activities as well as raising the level of performance. Monitoring refers to an organized process of overseeing and checking the activities undertaken in a project, to ascertain whether it is capable of achieving the planned results or not. Conversely, evaluation is a scientific process that gauges the success of the project or program in meeting the objectives.

1. ***Why is Baseline survey an important part in Project Management?***

***Answer:*** A baseline survey simply put is a study that is done at the beginning of a project to establish the current status of a population before a project is rolled out; 1. It is a starting point for a project 2. Baseline studies are important in establishing priority areas for a project 3. Without a baseline, it is not possible to know the impact of a project 4. In most cases, it is a donor requirement that a baseline study is carried out as part of the program process.

1. ***Distinguish between Summative and formative evaluation Methods with examples.***

***Answer:***

* In formative evaluation, programs or projects are typically assessed during their development or early implementation to provide information about how best to revise and modify for improvement. This type of evaluation often is helpful for pilot projects and new programs, but can be used for progress monitoring of ongoing programs
* In summative evaluation, programs or projects are assessed at the end of an operating cycle, and findings typically are used to help decide whether a program should be adopted, continued, or modified for improvement

1. ***Monitoring and evaluation uses both qualitative and quantitative methods to measure the success and impact of the projects. However, economists and staticians adapt a one sided method (quantitative) to analyze the results.*** 
   1. ***Identify the potential dangers of a one sided monitoring system.***

***Answer:*** 1. the results may only be accepted by one party

2 .there could be a potential bias in the individual conducting the evaluation

3. it may lower the morale of employees since all factors all not considered when conducting the evaluation potentially giving a wrong report at the end

4. may bring mistrust issues due to the that employees may feel that they are not well incorporated in the evaluation

* 1. ***Critically analyze the quantitative method often employed by economists and staticians in monitoring and evaluating development projects***

***Answer:***

1. ***a. a. Define Logical Framework***

***Answer:*** planning tool consisting of a matrix which provides an overview of a project’s goal, activities and anticipated results. It provides a structure to help specify the components of a project and its activities and for relating them to one another. It also identifies the measures by which the project’s anticipated results will be monitored.

***b. Define and Explain key components of Logical framework***

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| Goal | A project goal is a very general, high-level and long-term objective of the project. It is different from project objectives because the latter are very specific and have to be addressed alone by the project. But the goal cannot be achieved by the project on its own since there will be other forces like the Government, other agencies etc also working to achieve it. It is a major benchmark to compare work between different projects. |
| Objectives | Objectives are the specific objectives the project works to achieve within the stipulated time. |
| Activities or Inputs | Activities or inputs are actions undertaken by the project or the [organization](https://www2.fundsforngos.org/tag/organisations/) to achieve the set objectives |
| Outputs | Outputs are immediate results that we achieve soon after the completion the project or any specific project activity. |
| Outcomes | The outcomes are results that have been or that are to be achieved after a period of time, but not immediate. |
| Impact | The impact is the longer-term result that has happened because of the activities undertaken in the project. |
| Indicators | Indicators are a measure of the result. They give a sense of what has been or what is to be achieved. |
| Means of Verification | Data or information based on which the indicators will be measured or monitored |
| Risks & Assumptions | External factors affecting the progress of the project |
| Costs | Budgetary explanations |