



fmsf

Certificate Course on

Planning, Monitoring & Evaluation

– An Initiative of CPA Services



CPA
CENTRE FOR PROMOTING
ACCOUNTABILITY

INTRODUCTION

The certificate course on PME is a six months web based online programme. It focuses on Planning, Monitoring and Evaluation of development projects.

The PME course intends to promote a broad understanding on planning, monitoring and evaluation and its relevance in the context of project management and implementation. It aims to enhance the ability and skills to build a project or programme design and a PME framework, develop and utilize appropriate indicators for measuring project or programme goals, objectives and their effectiveness. Further, the course would help in understanding quantitative and qualitative data collection methods and the ability to use them in project or programme PME and provide necessary skills to document the data and write reports. The course will include suggestions and recommendations in the context of institutionalizing PME.

The course has been conceptualized, designed and delivered by a team of experienced faculties having longstanding experience in the field of PME. Therefore, the course is tailored made for NGO personnel and students desirous of working in the development sector.

As part of the course curriculum, every participating member will be provided with an extensively researched and rich course material on PME. The pedagogy includes coaching and guidance by faculties, video and audio conferencing in the form of virtual classroom and highly interactive discussion forum. This course

promotes active and participatory learning with an emphasis on reflective and collaborative learning. Participants would need to study the material for each virtual session, participate in the virtual group seminars and prepare a final project work. Students who successfully complete the course will be awarded a certificate.

OBJECTIVES/ EXPECTED OUTCOMES

1. Participants understand the meaning, concept and process of planning, monitoring and evaluation for their work.
2. Participants acquire skills to conduct planning, monitoring and evaluations independently.
3. Participants are in a position to increase the impact of their projects by practicing the PME methods and tools.
4. Participants will gain knowledge on the resources required and pre-requisites to integrate PME systems into organisations and projects.

SCOPE

It is a global program and open to all participants across different countries. The medium of instruction will be English language.

BEST SUITED FOR

1. PME officers, Program Officers, Project Managers and any other professionals

who are involved in the monitoring and evaluation process, subject matter specialist such as social worker, agricultural engineers, etc.

2. Students aspiring to work in development sector.
3. Any individual who is keen to learn about the project planning, monitoring and evaluation aspects of the NGO sector.

SELECTION CRITERIA

Selection of students for the batch will be based on:

1. 3-5 years of relevant experience of working in NGOs or Graduation for Students pursuing academic courses.
2. Preliminary Screening of candidates.
3. Conversation with potential candidates to assess their interest and motivation level.

STUDENT INTAKE

The maximum number of students per batch is 30.

COURSE DESIGN

1. This is a six-month online course.
2. The course is divided into 6 modules.
3. Discussion forum and assessment will be a part of regular learning process.

4. Assignments need to be submitted on regular basis for each module by students.
5. Attendance and participation in the Video/Audio conferences for each module is mandatory for student.
6. Each student is required to undertake a project and submit a project report. The faculty will assign the topic for the same.
7. The study material for each module will be parked on the website for the online access of the students. The students can download it.

COURSE CONTENTS

Module 1 - Overview of PME

Module 2 - Preliminary Need Assessment and Planning

Module 3 - Monitoring

Module 4 - Evaluation

Module 5 - Institutionalizing PME

Module 6 - Tools for Monitoring

FEE STRUCTURE

Category of Applicants	Amount
Indian applicants	INR 35,000+GST
Applicants from SAARC countries	800 USD
Applicants from other than SAARC countries	1,000 USD

FACULTY DETAILS

The faculties have an extensive experience of working in the development sector. They also have a rich expertise in monitoring and evaluation of development projects, project management, outcome and impact assessment and developing PME systems.

The faculty panel consists of following members:

- **Ms. Anke Schuermann**
- **Dr. Eswara Prasad**
- **Ms. Rosemary Viswanath**
- **Mr. Sandeep Sharma**

For further details log into:
<https://cpaschooloflearning.org>



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