

Evaluation and Monitoring Plan

Project FinKIT

1. General considerations

Evaluation is an important tool that can be used to fulfill the project objectives, demonstrate project accountability, improve its performance and increase its sustainability.

The purpose of evaluation is to provide information for actions such as decision-making, strategic planning, reporting, or program modification. Project evaluation helps anyone to understand the progress, success, and effectiveness of a project.¹

The evaluation and monitoring team (EMT) can be a subgroup of the project that is responsible for assuring the Internal Quality Controls, i.e. to ensure that the work of the project is in accordance with the standards assumed in the Project Document approved.

The principles of the Evaluation and Monitoring Plan (EMP) are:

- a/ The principle of ethics, to establish that all the information collected it's in function of the framework of FinKit ,shared it with the other partners and ensure that the dissemination of evaluation results to the public it is known and shared

¹Brumar, M. (2011) Project Evaluation Guide: fundamental methods and steps for conducting project evaluation, CEDRU, RO]

- b/ The principle of transparency, negotiating with the partners and making public the evaluation and monitoring plan to be developed
- c/ The principle of collaborative work to establish a better articulation among all partners of the project FinKIT.

The main objectives EMP are:

- To evaluate and monitor whether activities are accomplished, functions performed and responsibilities assumed at several levels;
- To appreciate the activities processes defined accomplish the quality of the products of the project;
- To analyse the project organization in order to appreciate if the project implementation fulfil clearly the objectives, functions and responsibilities at several levels;
- To monitor the implementation of the original working plan;
- To appreciate if the implementation of the different activities is in accordance with the definition of the project objectives, and if the activities are supported by relevant documentation and organized clearly;
- To appreciate the processes that the project uses to maintain the quality of the whole organization and the correspondent working plan

2. The rational of Evaluation and Monitoring Plan(EMP)

The evaluation and monitoring plan is carried out in two articulated levels as we can see in figure 1.

One of these levels corresponds of final evaluation of the project and the criteria's are: relevance of the project; quality of partnership; effectiveness of outputs; impact of the project and its medium term sustainability potential. The other level corresponds to ongoing evaluation (monitoring) where we pretend to observe and understand if there are a conformity between what is preview in the project document (Pro DOC.) and what happens in practice. The main objective is to understand if there are same discrepancies between what must be done and what be done and the reasons for that /these fact(s).

These discrepancies may be because it was decided to do something different because we learn what we have done, or why not done something we have to do what is missing. We can say that this monitoring plan is a map to actions and about actions.

Rational of Evaluation and Monitoring Plan

Document Project (PRO DOC)

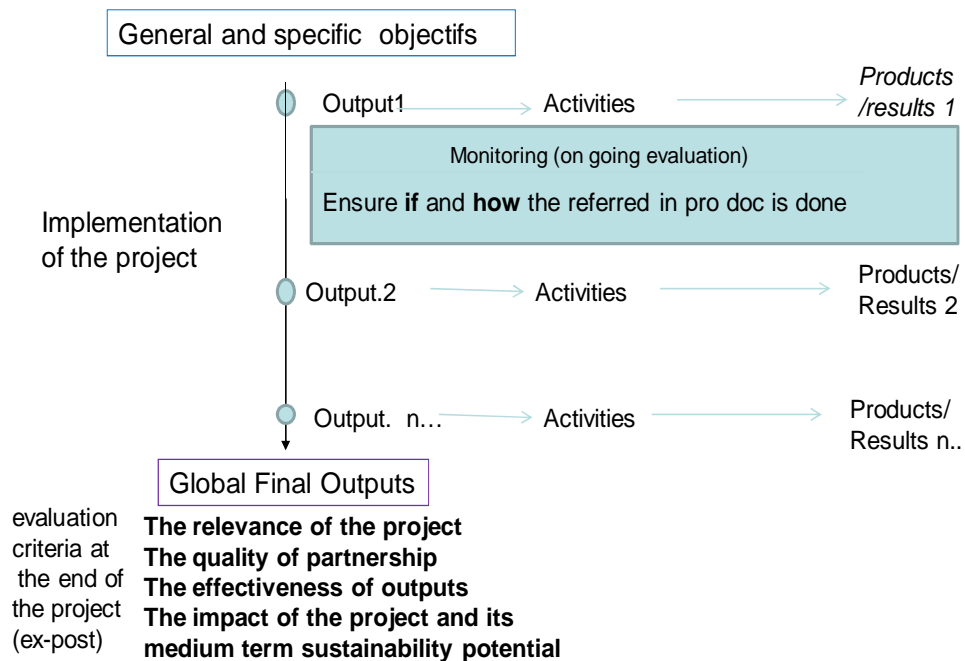


Figure 1 – Rational of Evaluation and Monitoring Plan

Naturally, these two evaluation levels are closely articulated, and the monitoring will produce a set the important information for the preparation of interim and final reports of the project.

3. The monitoring evaluation plan

1. Organization

The monitoring plan is organized according to the four major objectives of the project (Project Presentation, Turin), and in synthesis are:

Output1- Evaluation MAP (conceptualization of methodologies for the construction of instruments);

Output 2- Study: influence on financial decision making (construct and put tools in use;

Output 3-Study –financial inclusion – Products and Initiative addressed to vulnerable consumers (using the tools for early dropout prevention in teachers training and professional development);

Output 4- MP Hands on Practices: Finkit Booklets (Dissemination project - the cross strategy (put the project materials in use for all).

Output 5 – Video and animation

Output 6 – Finkit game

Objective 8 – FinKit Bites

*the Output 7 (webinars) - is not considered

For each Output there will be a guide that describes what should be done and a set of questions that seeks to build information about what was actually done in what concerns each output.

These forms shall be completed by each partner according to the specificity of the tasks and to their participation activities.

The seven documents for each output will have a monitoring report.

2. The data collection

The data collected are the result of self assessment made by the partners involved in each output considered its relevant dimensions

4. Final evaluation of the project

With this level of evaluation plan to build a comprehensive review of the various objectives of the project and realize how or not achieved

1. Dimensions of evaluation project

To appreciate the objectives, activities and quality of products outcomes we can consider the following dimensions of analysis:

- **The relevance of the project** (The main issue is understand if the project meet the needs that are supposed to respond)
 - A clear definition of objectives, planned activities and products
 - An organization level of the project that guarantee the connection of the whole project
 - The degree of involvement of partners
 - An adequate choice of good powerful practices to study
 - An ability to involve local partners for the collection of good practice and tools.

- **The quality of partnership** (Main issue is to appreciate the collaborative work of the partner to ensure the connection of the whole project and its capacity of reflection)
 - The processes of information sharing;
 - The quality and relevance of shared documentation and information that contribute to the development of the activities.
 - The quality of information communicated to the partners about each Work Plan related to different outputs
 - The meeting agenda of and moments to discuss the work plan activities

- **The effectiveness of outputs**

(Main issue is to understand if the outputs serve the project purposes and if they make sense for stakeholders)

 - The type of relationship between the relevant output and their effectiveness;
 - Dissemination of the training programs and pedagogical tools produced;

- The level of appropriation by external users of different tools related to the project

- **The impact of the project and its medium term sustainability potential**

(The main issue is to understand how do the materials produced are appropriate and used by the stakeholders when confronted with the needs to take financial decisions)

- level of adhesion of the trainers to the pedagogical tools produced by the consortium;
- level of adhesion of the elderly people to the training programs developed by the trainers;
- Use of good practices identified and used different contexts that gave rise;
- Potentiality of recognition of the tools produced by the consortium

2. Reference framework of Final Evaluation Plan (in construction)

Dimensions	Questions	Indicators	Type of information	Source of information
The relevance of the project				
The quality of partnership				
The effectiveness of output				
Impact of the project and its medium term sustainability potential				