

CALL FOR APPLICATION ON FUNDAMENTALS OF MONITORING AND EVALUATION FOR DEVELOPMENT PROJECTS.

ABOUT SKILLS HUB INTERNATIONAL (SHI) LTD

SKILLS HUB INTERNATIONAL (SHI) LTD is a subsidiary of ONCG GLOBAL HOLDINGS LTD a multidisciplinary consulting group operating across African continent. SHI Ltd is registered in Rwanda since 2013 to offer a wide range of world-class training services and employment services to both corporate and individual clients.

It also offers cutting edge business and management customized training programs. Our training services include Professional training services, Executive Training, In-house training services and Special Training services for specialized industries like banks, insurers and others. Training services are provided via two schools namely School of Business Professionals and School of Business Executives. Our trainings range from one day-certificate to three-months training certificate for proficiency.

COURSE OVERVIEW AND OBJECTIVES

The Monitoring and Evaluation (M&E) course is a comprehensive program that covers the standards and procedures for results-based monitoring and evaluation for end-to-end project lifecycles.

The Monitoring and Evaluation (M&E) Certification Course covers all the key elements of robust M&E systems along with hands-on practical projects to provide experience in the M&E concepts being taught.

This program is designed to enable its participants to become experts in monitoring and evaluating their development projects.

Objectives:

At the end of this course, the participants will be able to;

- Develop a comprehensive monitoring and evaluation plan.
- Build project results levels.
- Construct a project using logical frameworks.
- Applying Theory of Change in Project design
- Use indicators and targets to measure success.
- Monitor and track performance indicators over the life of the project.
- Evaluate a project against key measures.

- Designing M&E systems for effective project implementation

INDICATIVE CONTENTS

Module 1: Introduction to Results-Based Project Management

- Fundamentals of Results-Based Management (RBM)
- Why is RBM Important?
- Results-Based Management vs. Traditional Project Management
- RBM Lifecycle (Seven Phases)
- Areas of Focus of RBM

Module 2: Concepts of Monitoring and Evaluation

- Definition of Monitoring and Evaluation
- Importance of Monitoring and Evaluation
- Key Principles and Concepts in M&E
- M&E in the Project Lifecycle
- Participatory M&E

Module 3: Basic analyses for project design

- Situation Analysis
- Needs Assessment
- Strategy Analysis

Module 4: Design of Result-based Monitoring and Evaluation

- Impact, Outcomes, Outputs, and Activities
- Results Framework
- M&E Causal Pathway
- Standards in Planning, Monitoring, and Evaluating for Results

Module 5: Logical Framework Approach

- LFA – Analysis and Planning Phase
- Design of Log Frame
- Risk Rating in Log Frame
- Horizontal and Vertical Logic in Log Frame
- Using Log Frame to Create Activity and Budget Schedules
- Using Log Frame as a Project Management Tool

Module 6: Role of Theory of Change in project design

- Overview of Theory of Change
- Developing a Theory of Change
- Theory of Change vs Log Frame
- Case Study: Theory of Change

Module 7: Designing and selection of M&E Indicators

- Indicator Definition
- Indicator Metrics
- Linking Indicators to Results
- Indicator Matrix
- Tracking of Indicators

Module 8: Designing M&E Systems

- What is an M&E System?
- Elements of an M&E System
- Steps for Developing a Results-Based M&E System

Module 9: Approaches to M&E Planning

- Importance of an M&E Plan
- Documenting the M&E System in the M&E Plan
- M&E Plan Components:
 - Monitoring
 - Evaluation
 - Data Management
 - Reporting
- M&E Plan vs Performance Management Plan (PMP)

DATE AND VENUE

The course will cover **4 Weeks** from **07th June 2025 to 29th June 2025**. First two weeks we shall cover Fundamentals of Monitoring and Evaluation for Development Projects and the remaining weeks for Advanced Practices in Monitoring and Evaluation for Development Projects. Training will take place at SHI professional Training Center Offices located at **KIMIRONKO-GASABO, TRIUMPH HOUSE 3RD Floor.**

SESSIONS AND DAYS OF TRAINING

The training will be uniquely available during weekend in a daily single session as follows:

- Session of Saturday: 09:00AM – 03:00PM
- Session of Sunday: 09:00AM – 03:00PM

For more information you can contact us on: +250 780 343 116; +250789969900;+250788303061,Emailaddress;skillshubinternational@gmail.com and website; www.skillshubinternational.rw.

Note: Evening session during week days is possible depending on trainees' choice.

COURSE FEES& PAYMENT MODES

The amount of fees per course is **120,000** Rwf for **Fundamentals of M&E** Paid via our bank accounts; **4003200725206** at **EQUITY BANK RWANDA PLC**, ***182*8*1*097137#** Using **Mo-Mo Pay**.

CERTIFICATE OF COMPLETION

A certificate will be issued at the end of the program to every trainee who completes the course.

REGISTRATION

Register: <https://forms.gle/m75pWLEbAzFnTQYY8>

Approved on behalf of SHI Ltd



NTAMBARA Jean Nepomuscène
Director of operations
Skills Hub International Ltd