

Training Course Outline

The 1st Training on Monitoring and Evaluation in Disaster Risk Reduction (DRR) and Unstable Environments (MEDRR-1)

29 November - 3 December 2010
Bangkok, Thailand

Organized by



Asian Disaster Preparedness Center

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The 1st Training on Monitoring and Evaluation in Disaster Risk Reduction (DRR) and Unstable Environments (MEDRR-1)

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Course Purpose:

The Regional Training on Monitoring & Evaluation (M&E) in Disaster Risk Reduction (DRR) and Unstable Environments is the training course under the collaboration between Channel Research, an expert organization on monitoring and evaluation consultancy with headquarter in Belgium and the Asian Disaster Preparedness Center (ADPC), a long-standing regional organization devoting to the area of disaster management. The course aims to provide fundamental knowledge on the framework for designing monitoring systems and evaluation processes and covers methodologies and tools for participants to commission, manage, carry out and apply evaluations on programs and projects in disaster risk reduction and unstable environments.

Course Objectives:

The main objectives of the course are to:

1. Provide basic knowledge on DRR and unstable environments
2. Enhance the knowledge in designing general M&E framework for programs & projects
3. Address and bridge the knowledge gap in applying M&E on specific unstable environments such as DRR and conflicts
4. Share knowledge and experience amongst different agencies and partners in the region who conduct M&E in DRR and unstable environments

Target Audience:

The course is an introductory-to-intermediate level highly recommended for participants from aid agencies, donor governments, UN agencies, INGOs, NGOs, consultancies and academia. The participants who will benefit the most from this course are senior and middle level managers, monitoring & evaluation officers and policy makers who implement and/or monitor programs in DRR and other unstable environments.

The class size is limited to 25 persons on a 'first come, first served' basis.

Course Duration: 5 days (29 November – 03 December 2010)

Course Pedagogy:

The course will be facilitated by well experienced and internationally recognized resource persons from Channel Research and ADPC. The five-day course will be delivered through interactive presentations, group exercises, games, discussions and other adult learning methods. The participants will be given opportunities to share their experience, challenges and lessons learned from conducting their own M&E programs.

This course is based on the principle that interaction and discussion improves learning. Real case examples brought up by professionals in this field, discussions, exercises and role-plays will be key aspects to the course design.

Each participant will be encouraged to suggest a real case study in advance of the course which will serve to form the basis of the testing of methods outlined in joint sessions.

The course will consist of general presentations and discussions alternating with small group work testing the approaches proposed. The aim is to be very practical and applied, developing what has worked, while drawing on appropriate theory.

Course Structures:

The course comprises of the following six modules:

Module 1: Introduction to the training course

To introduce the course objectives, review participants' expectations and build common understanding between participants and facilitators along the line with the overall course objectives

Module 2: Disaster Risk Reduction and Unstable Environments

To provide basic understanding of concepts on disaster risk reduction and other unstable environments

Module 3: Analytical Monitoring & Evaluation

To identify needs and scope of M&E, M&E methodologies and tools including the development of indicators and application on real work scenarios through case studies

Module 4: Monitoring & Evaluation Frameworks

To familiarize participants with M&E framework concepts, basic processes and procedures in designing workable M&E mechanism, discuss sensitivity, learning and accountabilities and challenges in designing M&E frameworks

Module 5: Particularities of M&E in specific fields

To learn how to design and apply M&E tools in specific fields such as DRR and unstable environments through different projects and case studies and address management of evaluations

Module 6: Collection and Analysis of evidence in M&E

To address the process of data selection, collection, analysis and dissemination in M&E

Module 7: Course Closure

To summarize the learning of the course and verify if learning objectives have been achieved

Course Outlines (Tentative):

Monday 29 November 2010 (Day 1)	
09:00 -10:00	Opening Ceremony
10:15 -12:30	<p>Module 1: Introduction to the training course</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Participants Introduction • Expectation Review • Introduction to the course
13:30 – 17:00	<p>Module 2: Disaster Risk Reduction and Unstable Environments</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Introduction to the module • Introduction to Disaster Risk Reduction • Overview of Unstable Environments
Tuesday 30 November 2010 (Day 2)	
09:00 – 17:00	<p>Module 3: Analytical Monitoring & Evaluation</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Introduction to the module • Needs identification & defining purpose (lesson-learning & accountability M&E) • M&E approaches, methodologies and tools • Case examples of analytical M&E for selected projects
Wednesday 01 December 2010 (Day 3)	
09:00 – 17:00	<p>Module 4: Monitoring & Evaluation Frameworks</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Introduction to the module • Overview of M&E frameworks • Designing logical framework for M&E • Conflict Sensitivity in M&E • Key challenges and lessons learned in designing an evaluation
Thursday 02 December 2010 (Day 4)	
09:00 – 17:00	<p>Module 5: Particularities of M&E in specific fields</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Introduction to the module • Challenges of M&E in DRR and unstable environments • Designing M&E for DRR • Designing M&E for other unstable environments such as conflicts • Management of M&E
Friday 03 December 2010 (Day 5)	
09:00 – 12:30	<p>Module 6: Collection and Analysis of evidence in M&E</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Introduction to the module • Data collection and analysis • Data usage and dissemination
13:30 – 16:00	<p>Module 7: Course Closure</p> <p>Module Topics:</p> <ul style="list-style-type: none"> • Post-course planning by participants • Course evaluation • Closing ceremony

Course Fee:

The fee for the course is **1,500 USD** (payable in full along with the application form) for the five days training. The fee includes the cost of tuition, training materials, break refreshments, room & board, and applicable taxes. All participants are responsible for any associated visa expenses, their own travel to and from Bangkok, airport transfer from Suvarnabhumi Airport to the training venue, health/accident insurance and other personal expenses.

Course Logistics:

Participants are expected to **arrive in Bangkok on Sunday 28th November 2010 and depart on Saturday 4th December 2010.**

Registration:

If you are interested in joining this course, please fill in the application form and send it back to us, preferably before 10th November 2010 to tsu@adpc.net. An application form is available for download on ADPC website at <http://www.adpc.net/training/download> and Channel Research Website at <http://www.channelresearch.com>.

Language:

All teaching and course materials are in English. It is essential that participants are fully conversant in English.

For more information, please visit <http://www.adpc.net/MEDRR1>

Contact Information:**Training Services Unit (TSU)****Asian Disaster Preparedness Center (ADPC)**

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ABOUT US:



Channel Research is a private company set-up in 1998 that operates from its headquarters in Belgium and its second office in Burundi. Channel Research's core expertise is providing advice to organizations working in unstable or fragile environments. Our objective is to cultivate and develop the expertise of the professional community working within humanitarian and development related assistance, particularly in unstable environments. We do this through our main fields of operation: evaluations and assessments in crisis and post-crisis situations and training in planning, monitoring and evaluation. We have repeatedly worked all over Asia, Africa, Latin American and the Middle East for international organizations, donor agencies, United Nations (UN), Non-Governmental Organizations (NGOs), private foundations and the Red Cross Movement.



Asian Disaster Preparedness Center

Established in 1986, ADPC is a leading regional resource center dedicated to disaster risk reduction located in Bangkok, Thailand. ADPC works with governments, NGOs and communities of the Asia and Pacific regions to strengthen their capacities in disaster preparedness, mitigation and response through training, technical assistance, regional program management, country project demonstration, information sharing and research.