

# **Monitoring & Evaluation and Its Importance.**

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## **Abstract**

Monitoring and evaluation are inter related terms. The reason why they always work side by side. Monitoring by definition is a continuous process that has to do with the collection of information and make proper analysis of the collected information to enable donors check information and make proper analysis of the collected information to enable donors check and know how efficient the project is running. The information collected will aid the implementing partners to plan better, improve in its monitoring process and better improve also the programs at hand which involves absolute supervision, observation, directing the activities of the existing program so that its objectives/goal be achieved.

## **INTRODUCTION**

It is of great importance for programs/projects/governmental organizations/ Nongovernmental organizations be properly monitored in the cause of implementation. This is absolutely correct because without proper monitoring, there is the possibility that the key terms which properly and adequately maintained its tittle (M) will not be envisaged and when that happens the objectives/goal of the project is missing. Consequently, the project is bound to collapse. These key terms are: **“MANAGEMENT OF OUT PUT”, “OUTCOME” and “IMPACT”**. Monitoring and evaluation are inter related. The reason why they always work side by side.

## **MONITORING**

Monitoring by definition is a continuous process that has to do with the collection of information and make proper analysis of the collected information to enable donors check and know how efficient the project is running. The information collected will aid the implementing partners to plan better, improve in its monitoring process and better improve also the programs at hand which involves absolute supervision, observation, directing the activities of the existing program so that its objectives/goal be achieved. It is an

important aspect in the running of a program/project in the sense, proper monitoring will ensure that floods in the execution of a project are factored and be restructured to avoid a reoccurrence of a situation, which when happens, will be tantamount to absolute collapse of the project in future if not addressed. All about Monitoring is performance assessment of projects, programs established by the government, NGO's for the improvement of the present and the future out puts which is purely based on management, being the main goal. Monitoring is performance based.. By observation and understanding of the term, monitoring is associated with three key questions, when asked and properly answered. These key terms such as planning, monitoring and improvement if present, the project is bound to succeed .These questions are:

- “Does the program reach the target beneficiaries”?
- “Is the program implemented efficiently”?
- “Is the program implemented the way it should at different locations”?

Monitoring as the name implies has three key elements, when talked about, it will be of importance and melodious to listeners when these key terms are present, such as: “Its process been continuous”, “frequent collection of information”, and “the indication of floods/ gaps in the cause of implementation” the golden reason why it is called program evaluation because it surfaces throughout the entire program to do the proper scaling up of the activities of the project. By extension, Monitoring is a process through which the progress of projects is thoroughly examined .that is to say project officers have all the right reserved in ensuring that the materials provided for the running of the program are properly utilized in the interest of the target beneficiaries and for the achievement of the project objectives/goal?.

## **EVALUATION**

By definition, evaluation is progress checking .This simply shows that what has been monitored is scaled up to a level to ascertain that the project objectives are achieved. An evaluation is a systematic and objective scaling of activities concerning its relevance, effective and efficient in lieu of specified objectives. The major back bone of evaluation is to map out mistakes to ensure that in future the same mistakes could not be repeated. In this regard, evaluation has key features, of which, In the evaluation process, these features are sure to be present for the process to be effective, accurate and efficient. One of these elements is- “constant collection of information of the project at the start of the project to end of program”, accurate

techniques/skills methods are use. For instance the use of well-structured questionnaire for the collection of the actual information as to how the program is implemented to determine its continuity or its dissolution. Evaluation ends with a “control group through which proper scaling is done. There are seven different types of evaluation. These types show the benefit derived form a particular project by Backers, sponsors, and the beneficiaries. In other to have effective and efficient monitoring and evaluation these tips stand very useful because they help the M&E officer of projects to deliver better results, greater impact . The selection of the types of evaluation to be used in the evaluation process depends by and large on the ground the project/program is located. For sure evaluation helps in decision making by providing the right information and on time.The seven types of evaluation mentioned earlier on are: - Formative evaluation, Process evaluation, outcome evaluation, Economic evaluation, Impact evaluation, Summative evaluation and Goals evaluation. It demands me to throw light on each and every one of them. Evaluation is formative when used before implementation and design. It provides information on the desire of the project, indicates areas to be improved and sensor an insight as to how the project priorities should appear. Formative evaluation helps program managers to scale up their areas of priorities and concern, and build up their awareness among the target beneficiaries. Process evaluation scales up the way a project should be and is sensed immediately a project commences. For outcome Evaluation, it is the process of a project that is responsible for the generation of information of the project indicating the level and extent to which the results of the project activities are realized with due benefits. Economic Evaluation by extension is used in the cause of project implementation and ensures the benefit of the project against its cost, while Impact Evaluation this is a start to end evaluation indicating the success and failure of a project. It focuses on the long term effect of the project.Summative Evaluation: the role of summative evaluation stems out at the end of the project or upon completion of the project. It mounts up information regarding the project benefit to its beneficiaries. It is of great importance to project coordinators in justifying the project. For Goals – Based evaluation, it is responsible for the scaling up of project progress, provision of vital information to project admin since such information makes provision for a needed information initially reached say at the commencement of the project. In a naught shell, Monitoring and Evaluation are partners in project implementation. In monitoring supervision of activities is the key concern in the process to ensure that the implementation is successfully carried without

errors to yield the maximum profit a project is implemented for, target beneficiaries While Evaluation is mainly concerned with the assessment of performances or activities of a project to confirm that the goal of the project /objective has been achieved. Activities that have been carried out which are monitored, supervised are effectively and efficiently implemented and that there are no shoe string attached. Monitoring –start of project while evaluation is end of project

## **AIM OF MONITORING AND EVALUATION**

**The aim of monitoring and evaluation is:**

- 1) **For researchers to know what monitoring and evaluation is**
- 2) To enable researchers know the importance of monitoring and evaluation
- 3) For Researchers to know the correlation of both terms (monitoring and evaluation)

## **THE OBJECTIVES OF MONITORING AND EVALUATION**

- Monitoring and evaluation (M&E) **helps those involved with any type of projects to assess if progress desired is being achieved.** For project executors (i.e., a company Community Relations Team, a company/NGO partnership, or a company foundation), M&E can improve management.
- The focus of monitoring and evaluation on relevance, performance and success is strategically linked to the objective of ensuring that UNDP-assisted programmes and projects produce sustainable results that benefit the target groups and the larger communities of which they are a part.

## **PRINCIPLES OF MONITORING AND EVALUATION**

**Monitoring and evaluation operates with guiding principles. Among them are the following:**

1)Monitoring and evaluation usually include information on the cost of the programme being monitored or evaluated. This allows judging the benefits of a programme against its costs and identifying which intervention has the highest rate of return. Two tools are commonly used. } A cost-benefit analysis estimates the total benefit of a programme compared to its total costs. This

type of analysis is normally used ex-ante, to decide among different programme options. The main difficulty is to assign a monetary value to “intangible” benefits. For example, the main benefit of a youth employment programme is the increase of employment and the earning opportunities for participants. These are tangible benefits to which a monetary value can be assigned. However, having a job also increase people’s self-esteem, which is more difficult to express in monetary terms as it has different values for different persons. ) A cost-effectiveness analysis compares the costs of two or more programmes in yielding the same outcome. Take for example a wage subsidy and a public work programme. Each has the objective to place young people into jobs, but the wage subsidy does so at the cost of \$500 per individual employed, while the second costs \$800.

In cost-effectiveness terms, the wage subsidy performs better than the public work scheme.

## 2. THEORY OF CHANGE

A theory of change describes how an intervention will deliver the planned results. A causal/result chain (or logical framework) outlines how the sequence of inputs, activities and outputs of a programme will attain specific outcomes (objectives). This in turn will contribute to the achievement of the overall aim. A causal chain maps: (i) inputs (financial, human and other resources); (ii) activities (actions or work performed to translate inputs into outputs); (iii) outputs (goods produced and services delivered); (iv) out comes (use of outputs by the target groups); and (v) aim (or final, long-term outcome of the intervention).

## 3. PERFORMANCE MANAGEMENT SYSTEMS AND PERFORMANCE MEASUREMENT

Performance management (or results-based management) is a strategy designed to achieve changes in the way organizations operate, with improving performance (better results) at the core of the system. Performance measurement (performance monitoring) is concerned more narrowly with the production of information on performance. It focuses on defining objectives, developing indicators, and collecting and analysing data on results. Results-based management systems typically comprise of seven stages.

#### **4. PERFORMANCE INDICATORS**

Performance indicators are concise quantitative and qualitative measures of program performance that can be easily tracked on a regular basis. Quantitative indicators measure changes in a specific value (number, mean or median) and a percentage. Qualitative indicators provide insights into changes in attitudes, beliefs, motives and behaviors of individuals. Although important, information on these indicators is more time-consuming to collect, measure and analyze, especially in the early stages of program implementation.

#### **5 BASIC PRINCIPLES OF MONITORING AND EVALUATION**

When choosing performance indicators, it is important to identify indicators at all levels of the results chain, and not just at the level of outcomes. Information on process is useful for documenting program implementation over time and explaining differences across program sites. Information on individual participants (e.g. sex, age group, national origin, medical condition, educational attainment, length of unemployment spells and so on) allows users to judge compliance with targeting criteria. etc.

#### **THE IMPORTANCE OF MONITORING AND EVALUATION**

Monitoring and evaluation being an important tool in the implementation of a project, the undermentioned are its key role- {significance)

- Its constant provision of feedback indicating the level to which a project achieves its goals.
- Its ability in providing potential problems at an initial stage and suggest necessary solutions to those problems.
- supervises and monitors the accessibility of a project to its intended beneficiaries
- Evaluate the level to which the program has the ability to achieve its overall goals
- Monitoring and evaluation makes provision of project guide lines for future projects.
- Monitoring and evaluation influences sector assistance strategy.
- Improves project design
- makes provision of project guide lines.

Monitoring and evaluation is an important system at AIU .The reason being, it is an

institution of learning responsible for the assessment of its students, and in the process checks the learning activities of each and every student through scaling/assessment (assignment, test, exam ). By the way, if floods/errors are discovered, an adjustment is made for the student to regains his academic balance once again and works towards the intended goal. The weaknesses and strengths are also key concern in the cause of monitoring, the more reason for the evaluation process for management to know who, where, when and what to do with the students concerned and find solutions to their

### SUGGESTION

For Projects to thrive well, I suggest that

### RECOMMENDATION

problems since AIUs goal is to ensure that its students achieve their objectives. To conclude, Monitoring and evaluation at AIU stands to be an important tool or mechanism in the learning process of students because it assists management to monitor, assess and finally evaluates its students, weed out errors along the line and build up standards, that will enable management produce quality students for global consumption.

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