

Product & Services Guide

Program / Project Monitoring, Evaluation & Reporting Support

Product / Service

Development of the MER framework and data collection system

Development of a suite of cost effective data collection instruments

Undertaking a Survey for data collection

Centrally managing the data over an Annual Cycle

Mentoring program/project team members in developing/undertaking/reporting MER activities

Reporting on the implications of the data

Training in Monitoring & Evaluation

Introduction to evaluation frameworks, log frames and planning

Developing evaluation frameworks and action plans for your program/projects

Developing and using data collection instruments

If you're interested and would like to discuss your options, please contact Gordon Stone or Dr Jeff Coutts using the details below.

QualDATA provides a range of products and services to support project and program evaluation at all levels and stages. As a part of this QualDATA can assist with Caring for Our Country [CFoC] Monitoring, Evaluation and Reporting (MER) requirements as needed.

Brief overview

Resulting in robust and easy to use systems: Workshopping the process with the project managers and their team resulting in a detailed log frame and 'Monitoring and Evaluation Action Plan'.

Collecting required data with minimum extra effort: Developing a set of pro-formas provided in an MER Workbook for project/program staff or contractors. A data collation framework will also be provided.

A key element of data gathering: A specifically designed questionnaire including sampling strategy, respondent letter implementation, raw data, data analysis and reporting.

Reviewing the data to stay on track: A customised central web-based data management system (QEMS) for M&E data collation and management. Also includes summary sheets for data collation for input into the QEMS system.

Facilitating positive staff engagement: QualDATA will work iteratively with project team members at any or all stages of the MER cycle. This results in confident and engaged staff, rigorous internal MER processes developed and strong evaluation data collected by project teams.

Reporting on the data: QualDATA acts as the outsider looking in to formally prepare a report on already collated data against Objectives or against KPIs.

QualDATA provides training in all aspects of monitoring and evaluation. The standard training packages are shown below – but variations can be tailored to your needs. Training is undertaken in a highly interactive fashion, uses case studies and focuses on specific organisational or program needs

Holistic engagement of the whole team: A one day interactive workshop providing an overview of evaluation, Log Frame basics and designing evaluation process. Includes a manual supplied to participants containing both theory and worked examples; workshop material is designed so that attendees' apply their own needs to the frameworks.

Emphasis on personal worked examples: A two day workshop covering the theory behind evaluation, uses a manual and practical examples and uses participants' own evaluation needs as a basis for developing advanced frameworks and plans. Also provides samples of data collection tools and how to develop and use them.

Which tools for which evaluation process: An interactive one day workshop using theory and practical examples covering the use of data collection tools such as: surveys; focus groups; participant feedback forms; observer sheets; modified milestone/monthly reporting; narratives; and case studies.