
Evaluating public programmes

Develop your
evaluation
management capacity

TRAINING CYCLE
2009

 Euréval

TARGET GROUP

You are...

... working in the public or third sector ...

ministry, local government, agency, development bank, NGO, foundation, international institution

... in charge of managing ...

external evaluations, joint evaluations, evaluations in partnership at policy or programme level

... in the position of ...

new member of an evaluation unit, responsible for developing an evaluation practice

... in need of ...

becoming self-confident, strengthening your capacity,

having your skills recognised in the framework of an agreement with Lyon University (three ECTS 'credits')

BENEFIT FROM E-LEARNING FACILITIES

Flexibility

Start at your most convenient time

Cost and time saving

Do not leave your workplace. Save travel and accommodation costs

Coaching

Twelve telephone meetings with a professional evaluator

On-line resources

Access a wide range of on-line resources: definitions, examples of good practice, guidelines, theory

E-LEARNING PROCESS

Individual training

Devote four hours to each step every 2 weeks, including

- a short paper dealing with a real life case study
- a 30-minute telephone conversation with your trainer

Agree with your trainer upon a faster or slower pace (from 3 to 10 months overall).

Group training

Register together with several colleagues from your organisation.

Interact with the trainer through telephone conferences.

Benefit from a rebate of up to 50% (Please contact us for details).

Languages

Training material in English.

Agree with your trainer upon the language of your written work and telephone conversations.



BUILDING UPON 15 YEARS OF EVALUATION PRACTICE

Knowledge that works

As practitioners, we only propose knowledge that has proved to be workable in many countries and policy domains.

Our team has provided evaluation services to:

- international organisations (e.g. World Bank, UNESCO, UNDP),
- European Commission, European Court of Auditors, Council of Europe,
- national, regional and local authorities in many countries.

Our services have covered evaluation per se, as well as quality assurance, capacity building and meta-evaluation.

We have trained more than 1,000 professionals in evaluation management in the European Institutions and in more than 15 countries.

Ask us to develop an internal E-learning cycle ...

... designed especially for your Institution with customised examples and case studies.

COURSE CONTENT

Get familiar with evaluation management from A to Z

Steps 1 to 4: Launching a useful evaluation

1: Mandate

Decide whether to evaluate or not
Get high level support for your evaluation
Foresee and prevent risks

2: Stakeholders

Ensure credibility and legitimacy of your evaluation
Ensure ownership of the intended users
Manage conflicts between stakeholders

3: Intervention logic

Reconstruct the intervention logic from official documents
Uncover implicit assumptions
Deal with unclear/multiple objectives

4: Questions

Draft questions which are: ... evaluable
... connected to judgement criteria
... and meant to be used

Steps 5 to 8: Putting the process on a good track

5: Key questions

Select a few questions that: ... are most likely to be used
... fit in with the constraints
... reflect stakeholders' needs fairly enough.

6: Terms of reference

Write ToR attracting proposals that: ... are methodologically sound
... provide value for money
... prevent risks

7: Team

Assess the quality of the proposed methods
Assess the capabilities of the proposed teams
Select your evaluation team

8: Inception

Clarify the judgement criteria
Deal with targets and benchmarks
Deal with indicators

Steps 9 to 12: Assuring quality and utilisation

9: Method

Ensure that the evaluation method is designed in such a way that:

... questions are answered
... risks are managed
... causes and effects are analysed

10: Report

Debrief data collection
Deal with emerging findings and conclusions
Ensure ownership of conclusions and recommendations.

11: Quality

Set up a quality assurance system
Assess the quality of an evaluation report
Fix quality problems.

12 : Utilisation

Get your institution to accept and use the evaluation
Reach the main intended users
Promote unconventional forms of utilisation



"Well-designed modules, phone conversations with the trainer help me develop appropriate capacities".
Mr Ivo Piry, Government Office for Regional Development,
Ljubljana, Slovenia.

"Extremely relevant to my current position"
Mrs Donna Mackinnon, National Health Service,
Edinburgh, UK.

"Addresses the problems and matches the needs which are specific to my professional context and experience"
Mr Herman Lauwerysen, Cordaid,
The Hague, The Netherlands.

In 2008 more than 50% of the trainees have registered on recommendation of satisfied former customers

Assuring and improving quality

→ Our trainers work in close co-operation with top level experts and under their supervision.

→ We constantly improve our training material by building upon our evaluation practice and listening to our trainees.

→ We have co-financed a PhD Thesis on evaluation professionals' skills. Our training approach has directly benefited from this research.



Professional trainers



Jacques Toulemonde

Eureval international expert, Managing Director of the Master's in "Evaluation and Monitoring of Policies and Programmes" at Lyon University.



Eric Monnier

Eureval international expert, professor at Geneva University, author of several reference books on evaluation.



H el ene Genin

Director Health and Social Policy Department at Eureval. Lectures in evaluation at Lyon University.



Thomas Delahais

Senior consultant at Eureval. Lectures in evaluation at Lyon University



REGISTRATION FORM

(Block letters, please. Make sure you keep a copy. We will send you back a confirmation)

Ms/Mr.....first name.....
Position/Unit.....
Organisation.....
Address.....
.....
Postcode.....City.....
Country.....Email.....
.....
Phone.....Fax.....

I, the undersigned, certify that I have made sure that the fees for the training cycle for which I have registered have been budgeted for by my organisation

Date, signature Stamp

I hereby register for:

E-learning cycle : € 2,619

with international expert € 3,163

Expected starting date.....

Expected pace (4 to 10 months)

Discount

Payment at registration - 10%

Group registration -15% to -50% depending on number

(please contact us)

Total EUR**

***add VAT when relevant*

Method of payment:

Payment at registration through bank transfer to Eureval (account n° BNP 300040067300020142730 44)

IBAN FR76 3000 4006 7300 0201 4273 044

I enclose a cheque in Euros, payable to Eureval

Payment on receipt of the invoices after modules 6 & 12