SCHOOL OF COMMUNICATION AND LANGUAGES
DEPARTMENT OF COMMUNICATION

January 2015 Semester Project

COM 686X: Programme Monitoring and Evaluation

Instructions:

1. The Project runs for 40 days within the semester
2. Any form of Plagiarism will lead to a heavy penalty. The candidate will earn a failing grade.
3. Follow the instructions provided.
4. Be a Team Player and uphold M&E ethical standards throughout the Project.

Remember to post your final report on designated forum on the course page on the e-learning platform (www.daystar.ac.ke/moodle) not later than 30/4/2015.
**Project Overview:**
You will identify one of the Kenya Vision 2030 flagship projects and seek permission from concerned authorities to study the project. You have to arrange with the Project manager to allow you to access documents you may need for desk review and subsequent basic project evaluation.

**Directions for the Project:**
The evaluation process should run for not more than one month. The choice of the flagship project is completely up to you (will largely depend on your persuasive skills). Your outline should include the following:

1. **A brief background information of the flagship project.** Provide a brief overview of the project: Who are the people behind it; describe its inception and how it has evolved over the years; where is it located and why? (5 points)

2. **Purpose of the Project.** Why is it important for the community and the government of Kenya? What overall purpose do they hope to achieve in this project? (5 points)

3. **Objectives:** What is the core objective of this project? How is it in line with The Kenya Vision 2030. (5 points)

4. **Outline of an M&E Plan.** Analyze the M&E plan for the project or design one, if there is none. Provide a detailed outline of how the 12 M&E components, which acts as a guiding principle in designing a good M&E system for the project. In the light of this project, clearly state the advantages and the potential challenges to using the 12-component framework? (15 points)

5. **Analysis:** Perform a SWOT analysis of the existing procedures and regulations for projects implementation that can be used in deriving the requisite Kenyan M&E logic model on the project implementation. This entails the reporting structure on the project implementation including the existing legislature and policy documents. (10 points)

6. **Evaluation:** Analyze how the project implementation processes are aligned to the project cycle. (10 points)

**Evaluation Guidelines:**
1. Overall impressions of the Project. How did the project manager present himself/herself? To what extent was the project viable (in the light of the Kenya vision 2030)? Did it help you identify and challenge your assumptions in any area?

2. To what extent do you feel that the project objectives and purpose were achieved? How do you know this?
3. Did the project seem to have a recognizable life cycle? How distinct were stages in the cycle. Did you feel as though you were being treated with respect?

4. To what extent did you feel the project contributes to the Kenya vision 2030 flagship? (or the part that it was intended to cover)?

5. To what extent did the project motivate you to do, act, believe or be different? How did you gauge this?

6. What do you consider to be the major strengths and weaknesses of the project?

**Project Schedule**
1. Identify a Kenya Vision 2030 flagship project of choice and contact the project manager by **19/2/2015**
2. Design an Expression of Interest (EoI) and pitch to your peer mentors for analysis by **03/3/15**. Based on peer mentor feedback, refine your EoI and post on designated forum on moodle by **24/3/15**.
3. Conduct Desk review and post the first monitoring report on designated forum on moodle by **31/3/15**.
4. Progressively monitor the project and post your second report not later than **14/4/15**.
5. The evaluation report MUST be uploaded as an attachment on designated forum on moodle not later than **30/4/2015**.

**IMPORTANT:** Your final report **MUST** adhere to the standard format for an M&E Report. The guidelines stated above are a mere road map, not a format.