


Evaluation Champion Network Model

'Strengthening the Evaluation Capacity of Farm Service Delivery Projects'

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 Victoria
The Place To Be

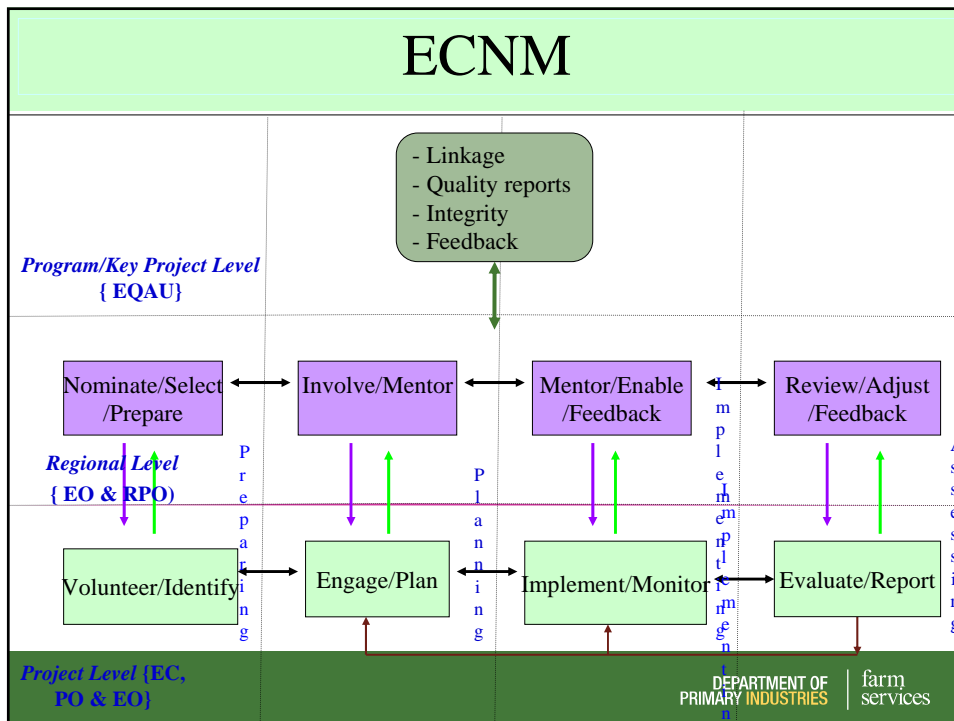
DEPARTMENT OF
PRIMARY INDUSTRIES | farm
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Background

- ❑ Apart from recent initiatives (e.g. *Landscapes Protection & Biosecurity Victoria*), there is little organised evaluation structure at the project delivery levels
- ❑ The 'Evaluation Champion Network Model (ECNM)' attempts to build an efficient, self content, sustainable framework to provide evaluation support at project-level
- ❑ This presentation draws on an ECNM that was originally developed for Sustainable Landscapes Portfolio in 2008

What is the 'Evaluation Champion Network' Model (ECNM)?

- ❑ It is a self-contained, capability building, framework to support project staff and strengthen their evaluation capacity through a mixed-bag of evaluation promoters & 'Champions'.
- ❑ This network:
 - maintains delivering
 - o continuous mentoring
 - o fit-for-purpose evaluation capacity building
 - o sufficient and timely information & support
 - o two-way communication and linkages
 - engaging project staff, stakeholders & intended beneficiaries in the evaluation process
 - using the evaluation results as a tool for improvement



The Evaluation Champion (EC)?

- ❑ The Evaluation Champion is a motivated team member, who is voluntarily agrees to dedicate part of her/his time to provide evaluation services/activities for specified projects in her/his region.
- ❑ When nominating/selecting a 'Champion', it is preferable that she/he has the following criteria:
 - Experience in project planning and management
 - Willingness to involve in evaluation work
 - Willingness to improve own learning and skills in evaluation
 - Experience in extension techniques and methodology

Evaluation Champion Role

- ❑ ***Besides his normal duties, an Evaluation Champion has the following responsibilities; She/He:***
 - ❖ Contributes to project development, monitoring and reporting
 - ❖ Engages stakeholders & project team in developing an 'evaluation plan'
 - ❖ Assists projects teams with implementing their evaluation plans and making adjustments *when needed*;
 - ❖ Provides feedback, presenting key evaluation-findings/ results and issues at regular meetings;
 - ❖ Attends and contributes to the quarterly 'Evaluation Champions Workshops/Forums', tele- & video- conference sessions and other required capacity building programs and evaluation forums;
 - ❖ Liaises with the Evaluation Officer (EO) and the ECs of other regions for assistance and exchange of experiences.

Support & Assistance Available to the EC

- **Continuous support** (*Project Manager {PM}*)
(*encouragement, engaging, facilities and resources*);
- **Timely one-to-one mentoring and assistance** (*Evaluation Officer {EO}*) (*Visits, Tele & Video Conferencing, News Letter, E-mails and Calls*)
- **Fit-for-purpose capacity building program** (*EO, PM*)
(*Training-gap survey, regular capacity-building workshops, formal training courses, & Invited Speakers*)
- **Participation in internal and external evaluation forums** (*EO, PM & RPM*) (*Quarterly Portfolio/Division EC workshops; Evaluation Specialist presentations; & Evaluation Community of Interest meetings*)

The Project Manager - Role & Responsibilities

- *The PM has an essential role in supporting the ECs and enabling them to fulfil their tasks. To this end, the PM:*
 - **Identifies/nominates**, motivates and provides support to the ECs in her/his region
 - **Engages the EC** in project planning, review and reporting
 - **Facilitates effective and efficient implementation** of project evaluation plans through *liaising with the ECs*
 - **Maintains integrity** of the project activities and achievements with the key-project objectives/milestones
 - **Liaises with the Evaluation Officer and the Regional Project Manager**, to build an 'evaluation thinking' among her/his team members through:
 - Incorporating 'project evaluation activities' as a regular agenda item in the team meetings
 - Inviting evaluation case studies from other regions
 - Inviting evaluation professional speakers

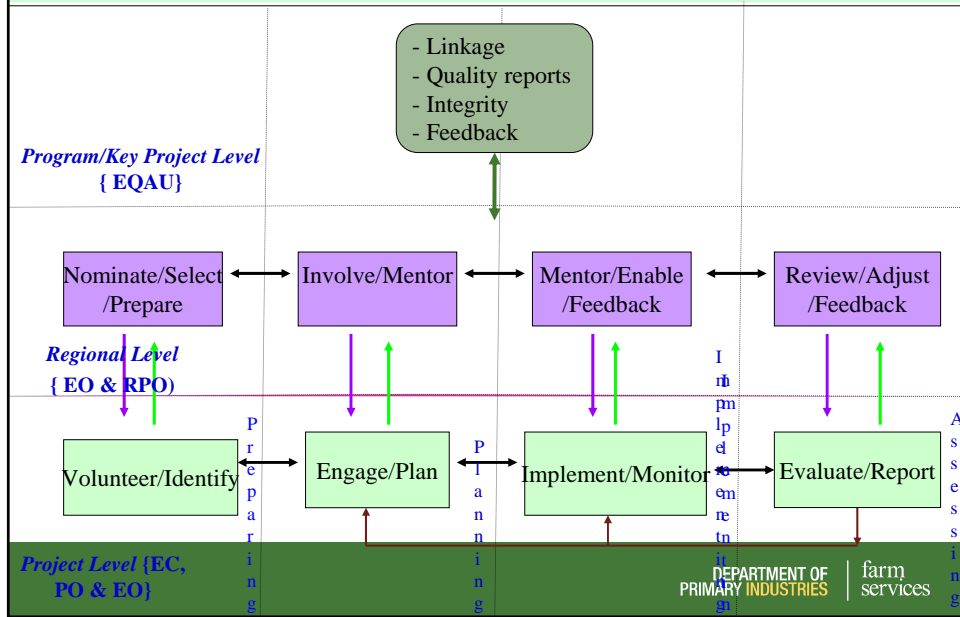
Role & Responsibilities of the Regional Evaluation Officer

- ❑ *The Evaluation Officer has a vital role of facilitating the implementation of the model. He/she:*
 - Coordinates **evaluation activities of the Portfolio/Division**
 - Provides timely assistance and mentoring **to the assigned ECs**
 - Identifies training/capability-building needs **for the assigned ECs and coordinates** relevant actions
 - Facilitates dynamic linkages **between the model main players**
 - Enhances 'evaluation culture' **attitude among staff through**
 - Provides regular updates to the EQAU **on the status of projects evaluation activities, achievements, recommendations and concerns**
 - Develops annual evaluation reports **for respective Key Projects (engaging the Key project Managers and the RPMs)**

Evaluation and Quality Assurance Unit (EQAU)

- ❑ The EQAU is a committee of professionals. It oversees and coordinates Portfolio/Division project and program management and evaluation including quality assurance.
- ❑ The Unit consists of the Key Project Managers (KPMs), the RPMs, the EO and other designated professionals (e.g. Climate Change Officer) Plus Stakeholders representatives. The EQAU:
 - maintains high-quality **project & key project management and evaluation**
 - maintains effective and efficient integration **between project outputs and respective key-project's milestones**
 - maintains integrity **of own Portfolio/Division outputs with outputs of other Portfolios/Divisions**
 - maintains a dynamic linkage **with the key stakeholders**
 - produces quality **project and key project** evaluation reports

How it Works!



It is the First Step

*The Journey of a thousand miles
begins With
the first step*