

**Table 1: Schedule of M&E Capacity Building Activities and Actions**

<b>Timeline</b>	<b>Stages/Location</b>	<b>Details</b>	<b>Focus</b>
March/April 2008	<b>ECD ToT # 1 CeDRE Malaysia</b>	<ul style="list-style-type: none"> <li>Country Training-of-Trainers (ToT) teams (5 officials and 1 national consultant) per country</li> <li>Drawn from 3 countries</li> <li>Total of 15 officials and 3 national consultants</li> <li>Possible inclusion of select officials from other countries at own cost (China, Thailand etc.)</li> </ul>	<ul style="list-style-type: none"> <li><b>Training of Trainers (ToT) # 1 (2 weeks duration)</b></li> <li>Basic Preparatory training</li> <li>Technical level training for selected trainers</li> </ul>
May–Sept 08	In-Country Stage 1 prep work and implementation	<ul style="list-style-type: none"> <li>In-country case study and preparatory work by ToT Trainees</li> <li>Supervision and integrity checks by IM&amp;E</li> </ul>	<ul style="list-style-type: none"> <li>Identification of down-line M&amp;E focal persons</li> <li>Work on prep work in country for M&amp;E training</li> </ul>
June-July 08	<b>IPDET # 1, Canada</b>	<ul style="list-style-type: none"> <li>Policy guidance and management in M&amp;E</li> <li>One senior evaluation agency staff x 3 countries</li> </ul>	<ul style="list-style-type: none"> <li>Focus on senior policy/program decision-makers</li> <li>1 week duration</li> </ul>
October 2008	<b>ECD ToT# 2 (GMS DMC)</b>	<ul style="list-style-type: none"> <li>Country Teams (5 officials + 1 national consultant) x 3 countries</li> </ul>	<ul style="list-style-type: none"> <li><b>Training of Trainers (ToT) # 2 (1 week duration)</b></li> <li>Advanced training for Trainers from 3 countries + China as well</li> <li>Lessons learned from country preparations and implementation</li> </ul>
Nov 08-Mar 09	In-Country Training by ToT Trainees	<ul style="list-style-type: none"> <li>3 countries</li> <li>Supervision and integrity checks by IM&amp;E</li> <li>China can also do the same</li> </ul>	<ul style="list-style-type: none"> <li><b>Down-line In-Country M&amp;E Workshop # 1</b></li> <li>Training of key M&amp;E focal persons in country</li> <li>Training to be provided by IM&amp;E with assistance from ToT trainees</li> <li>20 key M&amp;E focal persons from key agencies in-country selected and trained in stages from basic to advanced over life of TA</li> </ul>
April 2009	<b>ECD ToT # 3 (GMS DMC)</b>	<ul style="list-style-type: none"> <li>Country Teams (same group of 5 officials + 1 national consultant) x 3 countries</li> </ul>	<ul style="list-style-type: none"> <li><b>Training of Trainers (ToT) # 3 (1 week duration)</b></li> <li>Advanced training &amp; skills for Trainers from 3 countries + China as well</li> <li>Lessons learnt and sharing of experiences by trainers from each country</li> </ul>
June-July 08	<b>IPDET # 2, Canada</b>	<ul style="list-style-type: none"> <li>Policy guidance and management in M&amp;E for one senior evaluation agency staff x 3 countries</li> </ul>	<ul style="list-style-type: none"> <li>Focus on senior policy/program decision-makers</li> <li>1 week duration</li> </ul>
May–Sept 09	In-Country Stage 2 implementation	<ul style="list-style-type: none"> <li>In-country M&amp;E capacity building work by ToT Trainees</li> <li>Supervision and integrity checks by IM&amp;E</li> </ul>	<ul style="list-style-type: none"> <li><b>Down-line In-Country M&amp;E Workshop # 2</b></li> <li>Same M&amp;E focal persons from countries as for DL 1 above</li> <li>Twenty M&amp;E focal persons from in-country as in DL 1 above</li> <li>Training to be conducted by country ToT trainers with IM&amp;E supervision</li> </ul>
Oct 2009	<b>ECD ToT # 4 AFDC Shanghai</b>	<ul style="list-style-type: none"> <li>Country Teams (same group of 5 officials + 1 national consultant) x 3 countries meet at AFDC</li> </ul>	<ul style="list-style-type: none"> <li><b>Training of Trainers (ToT) # 4 (1 week duration)</b></li> <li>Advanced training &amp; skills for Trainers from 3 countries + China as well</li> </ul>

Timeline	Stages/Location	Details	Focus
			<ul style="list-style-type: none"> <li>• Lessons learnt and sharing of experiences by trainers from each country</li> </ul>
Oct. 2009 onwards	Stage 3: Full implementation in country	<ul style="list-style-type: none"> <li>• Sustainable continuous in-country M&amp;E capacity building work by ToT Trainees who are now qualified to provide in-country capacity building</li> </ul>	<ul style="list-style-type: none"> <li>• Cascading downline capacity building in M&amp;E in each country</li> </ul>

**Key:**

ToT = Training of Trainers

ECD = Evaluation Capacity Development