

**RETA 6410:**  
**Capacity Development for Monitoring and Evaluation**

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**MID-TERM REPORT:**  
**NOVEMBER, 2007-DECEMBER, 2008**

**March, 2009**

**Center for Development & Research in Evaluation (CeDRE) Malaysia**

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## ABBREVIATIONS

ADB	Asian Development Bank
ADB CO	Asian Development Bank Country Office
AFDC	Asia-Pacific Finance and Development Centre
CeDRE	Centre for Development and Research in Evaluation
COP	Community of Practice
DMC	Developing Member Country
ECD	Evaluation Capacity Development
GMS	Greater Mekong Sub region
IM&E	International Monitoring and Evaluation Specialist
IPDET	International Program for Development Evaluation Training
IRBM	Integrated Results Based Management
M&E	Monitoring and Evaluation
MfDR	Managing for Development Results
MOF	Ministry of Finance
OED	Operations Evaluation Department
PRC	People's Republic of China
PRS	Government's Poverty Reduction Strategy (PRS)
SHIPDET	Shanghai International Program for Development Evaluation Training
TNA	Training Needs Analysis
TOR	Terms of Reference
TOT	Training of Trainers

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## MID-TERM REPORT: NOVEMBER 2007-DECEMBER, 2008

Project Title:	ADB TA 6410: M&E Capacity Development for GMS Countries
Project Period:	November, 2007 - November, 2009
Project Manager:	Scott Bayley, ADB (Olivier Serrat (Oct07- Aug08))
Project Team Leader:	Dr. Arunaselam Rasappan, Senior Advisor, CeDRE International
Project Budget:	USD465,000
Beneficiary Countries:	Cambodia, Laos, Vietnam

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### 1.0 INTRODUCTION

This report is a mid-term progress report for the ADBTA 6410 project. It covers the period from **November, 2007-December 2008**. The project activities reflect the various actions taken under the ADB TA6410 program and the approved outputs.

Overall, the project activities have progressed satisfactorily as planned with the exception of a few activities, which were delayed slightly due to design changes to the outputs concerned. The project generally experienced good support and participation from the three target countries. The project was supported by a national consultant from each country who assisted the project team leader with specific aspects of the project outputs and activities. There was also good support and assistance from the national GMS Coordinators from each target country. This was important as they were the main conduit for all actions under this project. The team members for the training program under this project have been very receptive and enthusiastic with the capacity-building activities as well as all other research and country-specific activities. Support from the ADB officials from Manila has also been very good and there was close coordination and collaboration between the project team and the relevant ADB officials.

### 2.0 THE ADB TA 6410 PROJECT BACKGROUND & STRATEGY

The ADBTA 6410 project was expected to be the first in a series of multi-year integrative initiatives to develop and sustain regional capacity for M&E. Through this, it was expected to enhance the development results in DMCs with particular focus on the GMS DMCs. In particular, under this project the GMS DMCs that were targeted were Cambodia, Laos, and Vietnam. The expected outcome of the project was the “improved range of skills, resources, systems, and attitudes for performance of results based M&E of country partnership strategies, sector strategies, policies, programs, and projects in GMS DMCs”.

To achieve the above outcome, three outputs were planned as follows:

- a. proficiency in M&E raised
- b. research and special studies on ECD conducted; and
- c. knowledge sharing and learning for M&E boosted.

The overall strategy was very much forward-looking and based on an Integrated Results Based Management (IRBM) approach. This is expected to provide the framework for evaluation capacity development (ECD) for the beneficiary countries on a sustainable long-term

perspective. It encompasses a well sequenced and strategically oriented set of initiatives and actions through:

- a. a series of focused training and capacity building in M&E for selected M&E officials in the target countries through a training of trainers program and downline M&E training in each country;
- b. focused training to increase proficiency in policy formulation and strategies formulation in M&E efforts for ECD;
- c. identifying and establishing a set of knowledge sharing and learning activities and facilities.

The project's overall objective is to improve the range of skills, resources, systems, and attitudes for performance of results based M&E of country partnership strategies, sector strategies, policies, programs, and projects in GMS DMCs.

### 3.0 PROJECT APPROACH AND METHODOLOGY

The methodology used in this project was a combination of structured capacity building for selected officials in the three target countries, followed by structured and focused M&E training down-line in each country. The strategy here was to ensure longer-term sustainability of the M&E capacity built in each country through the capacity building program.

The above strategy was complemented with a combination of an ECD needs assessment, a research based approach based on research and case studies, and ECD knowledge sharing/networking on M&E best practices for GMS countries. The approach and methodology was to utilize a diverse range of assessment instruments, consultations and case studies to prepare an ECD strategy roadmap, focusing on capacity building priorities to strengthen ECD development in the targeted GMS countries. These activities and actions include:

- i. A base line situational analysis of the M&E status in the target countries;
- ii. Integrated training program for focused M&E capacity building to enhance proficiency in M&E at different levels in each country;
- iii. Review of institutional structures, policy formulation and strategies for M&E in each country;
- iv. Country case studies that illustrate approach to and practical applications of M&E policy measures in each country; and
- v. Sharing of information and networking with various stakeholders from within the target countries as well as from the region and internationally.

The project was managed and led by an international M&E and IRBM expert from CeDRE Malaysia. The team leader was well supported by a small team made of one national consultant from each target country. The work of the team leader and national consultants from Cambodia, Laos, and Vietnam was intermittent for the duration of the project. The team leader's input was for one week per month while the national consultants' inputs were for 2 weeks per month. However, the work of the team leader and the national consultants were not strictly confined to the indicative time periods for inputs. There has been good synergy and cooperation between the team leader and his team of national consultants.

The project administration and logistical support was provided by CeDRE Malaysia and selected staff. This was crucial to the success of the project as the project team leader was only involved on an intermittent basis for the project.

#### 4.0 FINANCIAL & BUDGETARY ARRANGEMENTS

The total cost of the TA was estimated at USD500,000 which was to be financed on a grant basis by the Regional Cooperation and Poverty Reduction Fund, provided by the Government of the Peoples Republic of China PRC). An amount of about USD35,000 was spent on sending a small group of select officials from the GMS DMCs and two resource persons from CeDRE Malaysia to the SHIPDET program held at IFDC, Shanghai in October, 2007. The balance of the budget of USD\$465,000 was spread over the period 2008-2009 to cater for the various outputs and activities identified under this project.

The period between November, 2007 and January, 2008 was devoted to contractual and administrative details and relevant arrangements to get the project off the ground. The project kicked off with the first major activity in March, 2008 with the implementation of the first course in the "Training-of-Trainers" program in Kuala Lumpur.

#### 5.0 PROGRESS REPORT & ACHIEVEMENTS TO-DATE

This progress report presents the progress and achievements under the ADBTA 6410 project from November 2007 to December, 2008. The progress report is presented according to the main outputs approved under the project. These are:

- Output 1: Proficiency in M&E raised
- Output 2: Research and special studies on ECD conducted
- Output 3: Knowledge sharing and learning for M&E boosted
- Project Financial Performance

Apart from the above project outputs, the report will also cover the strategies and outlook for the upcoming period January-November, 2009.

The progress report below is presented in a tabular form covering each output over the project period.

## 6.0 OUTPUT 1: PROFICIENCY IN M&E RAISED WITHIN TARGET COUNTRIES

### a. Training of Trainers (ToT) Program

Month	Dates	Activities	Comments
Nov.-Dec., 2007		<ul style="list-style-type: none"> <li>Project contractual details and arrangements were finalized and signed off between ADB and CeDRE Malaysia</li> </ul>	<ul style="list-style-type: none"> <li>The project took off on schedule with the appointment of the national consultants from Laos and Vietnam. However, there was a delay with the appointment of the national consultant for Cambodia as there were no suitable nominations. This was later resolved with the nomination of one of the participants from Cambodia as the national consultant.</li> </ul>
March	31 March -1 April, '08	<ul style="list-style-type: none"> <li>The 16 participants from Cambodia, Laos, and Vietnam attended the Malaysian Evaluation Society (MES) Evaluation Conference as part of their M&amp;E learning program. (Note: The Cambodian team had only 4 members as there was no national consultant and one participant could not make it at the last minute).</li> <li>Participants went through 2 weeks of training, including participation at the MES Evaluation Conference from 31 March – 1 April, 2008.</li> <li>The MES Conference also had active participation from the OED, ADB with keynote address by Mr. Keith Leonard and paper presentation by Mr. Olivier Serrat.</li> </ul>	<ul style="list-style-type: none"> <li>The MES International Evaluation Conference is an important event held every two years in Kuala Lumpur. This conference with its theme of MfDR and IRBM, covered a number of sub-themes and topics under them that were all relevant to the focus and purpose of the TA project.</li> <li>The feedback from the participants showed that the conference was very useful in providing the participants with a broad overview of the various focus areas under MfDR and IRBM.</li> </ul>
April	2-4 April, 2008 (3 days)	<ul style="list-style-type: none"> <li>TA program participants attended the MES post-conference professional workshops on various aspects of monitoring and evaluation and related topics under the IRBM and MfDR themes.</li> <li>The ADB TA 6410 participants attended all workshops offered except for two which were excluded as the topics under these 2 workshops were being covered in week 2 of the ADB TA 6410 M&amp;E workshop.</li> </ul>	<ul style="list-style-type: none"> <li>The post-conference workshops, with their focus on specific aspects of M&amp;E under the MfDR and IRBM system, was also extremely useful for the participants in providing them with knowledge and skills in specific aspects of M&amp;E within an IRBM and MfDR context.</li> </ul>
April	7-11 April (one week)	<ul style="list-style-type: none"> <li>Participation at the MES Conference and post-conference workshops was followed by an intensive one-week training workshop covering the essentials of</li> </ul>	<ul style="list-style-type: none"> <li>The workshop evaluation showed a high level of appreciation of the workshop and topics.</li> <li>However, there were also suggestions to include</li> </ul>

		<p>M&amp;E in the public sector;</p> <ul style="list-style-type: none"> <li>• This first workshop is only the first in the series with a total of four workshops to be conducted on a progressively advanced level. The final workshop will be held at the SHIPDET premises in Shanghai in October, 2009.</li> <li>• This one week workshop was conducted by four experts with support from two visiting M&amp;E experts from Africa.</li> <li>• The week two workshop program covered topics that ranged from basic concepts to application of such concepts. Since this was a basic course, the workshop was kept to basic core topics under M&amp;E.</li> <li>• Apart from the course work, the workshop also required the country participants to discuss and produce a case study country paper pertaining to the M&amp;E situation in their respective countries.</li> </ul>	<p>some agency visits to obtain first-hand exposure to actual M&amp;E in practice. This suggestion will be taken into account for future workshops.</p> <ul style="list-style-type: none"> <li>• For the Course 3, arrangements are being made to bring the team to visit the Tonle Sap project in Siem Reap.</li> <li>• The course participants benefited from the exchange of views and experience with the two M&amp;E experts from Botswana and Zimbabwe in Africa. This exchange allowed the project participants to compare policies and practices between their own countries and those in Africa.</li> <li>• The first course in Kuala Lumpur was instrumental in building the foundations on M&amp;E for the participants. Despite the initial teething problems with command of the English language, the participants coped well and were able to gain the necessary knowledge and skills as intended under the program.</li> </ul>
<p>October</p>	<p>20-25 October (one week)</p>	<ul style="list-style-type: none"> <li>• Course # 2 of the M&amp;E Capacity-building training series was held at the Pearl Hotel, Ha Long Bay, Vietnam from 20-24 October, 2008.</li> <li>• It was jointly organized by the team leader as well as the Vietnamese national consultant, with the assistance of another local Vietnamese M&amp;E/MfDR trainer;</li> <li>• The course was attended by 18 trainees from Cambodia, Laos, and Vietnam. The trainees were made up of five public sector M&amp;E officials and one national consultant from each country.</li> <li>• One MfDR and M&amp;E official from the Quang Tri Province was also invited to join the course to provide local experiences as well as to assist with the course organization and logistics.</li> <li>• The course was held over 5 days from 20-24 Oct. and its main objective was to reinforce the M&amp;E learning that took place during Course 1 held in Kuala Lumpur in April, 2008.</li> <li>• The course was also attended by Scott Bayley, the project manager, and Iris DeGuzman both from ADB.</li> <li>• The course proved to be effective with the trainees</li> </ul>	<ul style="list-style-type: none"> <li>• The initial problem of the Cambodian team having one less participant was resolved in time for Course 2 in Ha Long Bay, Vietnam. A national consultant was appointed and two new members were added to the Cambodian team to make it a full team.</li> <li>• Course 2 was an reinforcement workshop to help strengthen the knowledge, appreciation, and ability to apply M&amp;E concepts and tools for all participants. Much of the course was focused on ensuring that participants were well grounded on all aspects of M&amp;E including some limited sessions on actual teaching.</li> <li>• Feedback from the participants showed that there was all round improvement of understanding and internalization of the M&amp;E concepts and tools.</li> <li>• However, there were some problems with delivery of the training in English as some participants' command of the English language was not up to par.</li> <li>• However, this is not seen as major problem as the final training sessions for in-country workshops will be done in their own language using materials in</li> </ul>

		<p>being able to get a better grasp of the M&amp;E topics that they would use for teaching M&amp;E in their own countries.</p> <ul style="list-style-type: none"> <li>• Course participants were given an action plan to be completed between October 2008 and April, 2009 when the third course in the series would be held in Cambodia (in either Phnom Penh or Seam Reap).</li> </ul>	<p>their own language.</p> <ul style="list-style-type: none"> <li>• At the end of course 2, assignments were given to all participants to prepare practical examples of cases and situations to be used for their teaching. This is expected to reinforce the training provided so far.</li> </ul>
November-December, 2008		<ul style="list-style-type: none"> <li>• The months of November and December, 2008 were devoted to the assignments given to the participants during course 2 in Ha Long Bay, Vietnam.</li> <li>• All country teams had to select a country-based program (donor-funded or otherwise), and then apply the knowledge, skills, tools, and techniques learnt during Courses 1 &amp; 2 to produce an analysis and suggested solutions to the selected program.</li> <li>• Country national consultants, besides working with their country teams, were also expected to review and fine-tune their country cases study that was discussed during Course 2 in Ha Long Bay, Vietnam.</li> <li>• The national consultants were also required to translate all training materials into their local language. This was needed as the future in-country downline training would be conducted in their respective local languages.</li> </ul>	<ul style="list-style-type: none"> <li>• The assignments given after course 2 have proved useful for two reasons: <ul style="list-style-type: none"> <li>a. The assignment enabled the participants to stay focused on the M&amp;E aspects of their work as they had to work on the projects and work as a team</li> <li>b. The assignments also served to keep the team together and work as a team to prepare the course materials and real-life examples for their countries</li> </ul> </li> <li>• The national consultants started work on the translation of the training materials into their local language for use by the trainers for down-line training later in the project.</li> </ul>

**b. Strengthening M&E Capacity at Policy level**

March-Dec., 2008	March-December, 2008	<ul style="list-style-type: none"> <li>• As part of the deliverables for the capacity-building component of the project, preliminary work was started for identifying and designing the required training and capacity-building for policy level senior officials from the three GMS DMCs.</li> <li>• This training was supposed to be conducted once a year with three selected policy level officials from the three target countries attending this specially customized course. The purpose of this activity was to built M&amp;E capacity among policy level officials in each country to capacitate and strengthen then on M&amp;E policy planning, formulation and implementation aspects.</li> <li>• Efforts were also made to negotiate with the IPDET</li> </ul>	<ul style="list-style-type: none"> <li>• Since the reorientation of the scope and venue for the customized course for senior policy level officials on M&amp;E, the team leader has been actively seeking and negotiating with the Ministry of Finance Malaysia to organize and hold the above course.</li> <li>• The team leader held negotiations with the Ministry of Finance, Malaysia and managed to obtain permission to hold the special course in Malaysia with site visits and attachments with the Ministry of Finance for practical learning purposes. This was approved by the ADB.</li> <li>• The policy level course was scheduled for mid March, 2009 where 2 senior level officials from each country dealing with M&amp;E policies or related aspects</li> </ul>
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		<p>program at Carlton University, Canada for the above training program.</p> <ul style="list-style-type: none"> <li>• However, after a detailed review of the IPDET program, it was found to be unsuitable/inadequate to meet the special requirements of the policy level M&amp;E capacity-building that was the intention of the ADB TA 6410 program;</li> <li>• The team leader, after consultation and approval from the project manager at ADB, actively sought another university in Australia to carry out a tailor-made program for the policy level senior officials from the three countries. To make the program more efficient, the team leader has proposed that all six senior policy level officials be allowed to attend the tailor-made program in the same session.</li> <li>• After the initial efforts with discussions with selected universities in Australia and New Zealand, it was decided that this activity would be more productive and produce the desired outcomes if it was grounded in a course that was tailor made in a successful developing country and complemented with attachments and practical work during the course.</li> <li>•</li> </ul>	<p>would be selected to attend the specially customized course In Kuala Lumpur, in collaboration with the Ministry of Finance, Malaysia.</p> <ul style="list-style-type: none"> <li>• The team leader sent out selection criteria and terms of reference for the selection of these senior officials to all GMS Coordinators from the three countries. Pursuant to this, nominations came in from Laos and Vietnam.</li> <li>• As there were no nominations from Cambodia by the given deadline, the planned policy level M&amp;E course was postponed to late April or early May, 2009.</li> <li>• The team leader has obtained permission from the Ministry of Finance, Malaysia to postpone and hold the course in late April/early May, 2009.</li> <li>• The team leader has written to the GMS coordinators again with the fresh set of dates and sought fresh nominations for the course participants. The team leader has also stressed the need for the right officials needed for the policy level M&amp;E course as this is crucial for strengthening M&amp;E in the target countries.</li> <li>• The course is expected to be held on schedule.</li> </ul>
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## 7.0 OUTPUT 2: RESEARCH AND SPECIAL STUDIES ON ECD (CASE STUDIES)

<p>March – April, 2008</p>	<p>March – April, 2008</p>	<ul style="list-style-type: none"> <li>• This is the second output under the ADB TA 6410 project.</li> <li>• As planned, this output needed a baseline study and country situation analysis to guide any policy or strategic directions for ECD.</li> <li>• In line with this, the team leader developed a special baseline and country assessment tool.</li> <li>• During Course 1 in Kuala Lumpur in March/April, 2008, course participants were provided with a set of guidelines and questions to help them prepare a detailed country case study between the months of May</li> </ul>	<ul style="list-style-type: none"> <li>• Since May, 2008, the country national consultants and their team members have been actively working on the stipulated country case study and produced draft case study report for each country.</li> <li>• The first draft of the case study reports were received before Course 2 in Ha Long Bay and were discussed by the team members. Teams were requested to add more details and missing data on various aspects of the case studies.</li> <li>• The country teams have since completed the country</li> </ul>
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		<p>– August, 2008.</p> <ul style="list-style-type: none"> <li>• The country case study, besides being a country assessment, also serves to provide useful information on the background and status of M&amp;E in the respective countries. This is among the expected deliverables for the project which is carrying out research and special studies on ECD in the GMS DMCs.</li> <li>• The case study was guided by a set of topics and questions which covered all relevant aspects related to M&amp;E in the countries concerned</li> </ul>	<p>case studies and the country reports are being analysed by the team leader.</p> <ul style="list-style-type: none"> <li>• The country case studies and their findings are expected to be discussed at a special workshop to be held in March/April, 2009 either at ADB or in one of the target countries. For this workshop, the national consultants are expected to be actively involved to assist with the analysis and identification of relevant follow-up actions for improving and strengthening ECD for both the target countries as well as ADB itself.</li> <li>• The findings of the country survey and case study will also be used to inform the formulation of country strategies for evaluation capacity development for these countries.</li> <li>• The above actions are expected to take place between the months of March-May, 2009 and followed by a series of deliberations and engagements with the respective target countries.</li> <li>• An ECD strategy is expected to be ready by September, 2009.</li> </ul>
<p>September, 2008</p>	<p>8-12 September, 2009</p>	<ul style="list-style-type: none"> <li>• Apart from the case study, the project team leader also visited the three target countries to meet with key stakeholders and the team members in September, 2008.</li> <li>• The purpose of this special visit was to collect background data and feedback from selected stakeholders on the background and situation on M&amp;E in the countries concerned.</li> <li>• The team leader managed to meet and hold useful discussions with the GMS coordinators (or their representatives) on matters pertaining to both the ongoing M&amp;E training program as well as the issues surrounding the M&amp;E aspects.</li> <li>• The findings from the visits and meetings above will be factored into the analysis of the country case studies which is one of the major inputs for this output of the Project.</li> </ul>	<ul style="list-style-type: none"> <li>• The case study has proved to be useful in providing useful information on the unique situations in the three target countries.</li> <li>• The case studies and the data collected from all three countries shows mixed levels of progress and development with ECD in the countries.</li> <li>• While one country has progressed with its efforts at ECD and related initiatives, the other countries are still somewhat behind and face some unique problems.</li> </ul>

October-December, 2008	October – December, 2008	<ul style="list-style-type: none"> <li>• Work is ongoing with the analysis of the country case studies as well as the data collected during the team leader’s country visits</li> </ul>	<ul style="list-style-type: none"> <li>• The analysis and findings of the case studies and data collected will be presented for discussion and further deliberations on the policy implications and actions in a special workshop.</li> <li>• The findings will also be reviewed and discussed during the upcoming Course 3 in Siem Reap in March, 2009.</li> <li>• A special workshop is being planned for April/May with the national consultants and team members to further review the findings and come up with specific recommendations for reviewing and developing or strengthening existing M&amp;E policies and frameworks in the target countries. The workshop aims at developing an ECD strategy roadmap for each DMC. This is subject to confirmation from ADB, Manila.</li> </ul>
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### 8.0 OUTPUT 3: KNOWLEDGE SHARING AND LEARNING FOR M&E AMONG THE GMS DMCS (COP’S)

July, 2008	July 2008	<ul style="list-style-type: none"> <li>• The third major deliverable under the project is the formation of M&amp;E networks for the GMS DMCS.</li> <li>• While waiting for a more formal mechanism to be designed and set up for networking members, the team leader set up a list serve to help improve communication and networking among the workshop participants. This network is called the ADBTA 6410 Discussion Forum. It is currently hosted by CeDRE International as a support service to the ADB TA 6410 project.</li> </ul>	<ul style="list-style-type: none"> <li>• Progress on this output has been delayed somewhat.</li> <li>• Though the M&amp;E CoP has now been set up, there are limited activities going on in this facility.</li> <li>• Feedback from the members of the country teams show that this could be due to:             <ol style="list-style-type: none"> <li>i. they have limited interest</li> <li>ii. limited time, and</li> <li>iii. other similar initiatives such as the AsianCoP which tend to dilute the limited time that the participants have to work with M&amp;E issues besides their substantive work in their agencies.</li> </ol> </li> </ul>
August 2008	1-30 August, 2008	<ul style="list-style-type: none"> <li>• Preliminary conceptual and design work on the M&amp;E CoP website with ADB, Manila</li> <li>• Preparation of materials for M&amp;E CoP Website</li> <li>• Preparation work on identifying and establishing M&amp;E networks with regional and international M&amp;E entities.</li> </ul>	<ul style="list-style-type: none"> <li>• Work is ongoing in these aspects though a bit slow.</li> <li>• There is a need to engage the national consultants to be actively involved with and facilitate discussions on current issues and challenges in their own countries.</li> <li>• The country participants will also need to be encouraged and motivated to be more actively involved with the network initiative.</li> </ul>

<p>Oct.-Dec., 2008</p>	<p>Oct-Dec., 2008.</p>	<ul style="list-style-type: none"> <li>• Ongoing work on issues and content development for the M&amp;E CoP discussion forum</li> <li>• Ongoing efforts to engage with regional and international M&amp;E networks</li> <li>• Establishing smaller and more focused learning networks for the three countries as well as assistance with network support for the target countries.</li> </ul>	<ul style="list-style-type: none"> <li>• There needs to be more active engagement by the national consultants and the country participants with the M&amp;E forum and CoPs. They also need to be more active in regional and international networks as it helps promote and improve knowledge and skills in many aspects of M&amp;E.</li> <li>• Team leader will reengage with the national consultants and country teams in the upcoming Course 3 in Siem Reap on this matter as well as to work out specific strategies to make the networks and fora more active and productive.</li> </ul>
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ADBTA 6410 Mid-Term Progress Report

## 9.0 PROJECT FINANCIAL PERFORMANCE

The total budget for the ADBTA 6410 project was USD500,000. Out of this amount, an approximate amount of USD35,000 was pre-expended in October, 2007 to enable selected officials from GMS DMCs to attend the SHIPDET program at IFDC, Shanghai in October, 2007. The balance of the project budget was USD465,000.

The table below shows the total approved budget, total expenditures up to December, 2008, as well as the projected expected expenditures for the period January-April, 2009 and May-November, 2009, when the project is planned to come to a close.

Output Ref.	Output Details	Approved Budget	Expenditure up to December, 2008	Balance	Expected Expenditure: January-April, 2009	Balance for May-Nov., 2009*
Output 1	Proficiency in M&E raised	USD436,700	USD160,341	USD276,359	USD139,300	USD137,059
Output 2	Research and special studies on ECD conducted	USD 13,900	USD3,123	USD10,777	USD3,600	USD7,177
Output 3	Knowledge sharing and learning for M&E boosted	USD 3,000	USD0	USD3,000**	USD2,000	USD1,000
Overall	Admin. & Comm. Costs	USD 11,400	USD6,650	USD4,750	USD2,850	USD1,900
<b>TOTAL</b>		<b>USD465,000</b>	<b>USD170,114</b>	<b>USD274,886</b>	<b>USD147,750</b>	<b>USD147,136</b>

\* Project wrap-up is expected to take place in November, 2009

\*\* Does not include any expenditures incurred by IED, ADB for this output.

The expenditure for Output 1 is at 37% as of December, 2008 while the expenditure performance for Output 2 is 21% and for Output 3 there is no expenditure on the part of CeDRE Malaysia.

Generally, the expenditure performance for the project is reasonable considering that the project activities commenced only in March/April, 2008. Another reason for the less than expected expenditures is that the course for senior M&E policy level officials (Output 1) was postponed to April, 2009.

For the period January-April, 2009, there will be a series of major expenses, especially for Outputs 1 and 2. The estimated expenditures for the period January-April, 2009 are as follows:

The expected budget balances for the remaining period from May-November, 2009 are about USD147,136. All planned activities are expected to be implemented according to plan and the budget is expected to be fully expended by November, 2009.

## 10.0 PROJECT ACTIVITIES PLANNED FOR PERIOD JANUARY-APRIL, 2009

The project activities planned for the period January-April, 2009 according to the approved outputs are as shown in the table below. This period will see a series of actions and activities under each output as this is a crucial period.

### Indicative Project Activities for Project Outputs: January-November, 2009

Output Ref.	Output Details	Date (2009)	Activity
Output 1	Proficiency in M&E raised	23-27 March	ToT Course 3 in Siem Reap
		4-8 May	M&E Course for Senior Policy level officials (Kuala Lumpur)
		June-August	Down-line M&E Training in Cambodia, Laos, & Vietnam
		October	Course 4 & Certification at AFDC, Shanghai
Output 2	Research and special studies on ECD conducted	April	Country Case Study strategic analysis and planning workshop – Manila (subject to confirmation by ADB, Manila)
		May-July	ECD Strategy development & documentation
		August-Sept	ECD Strategy discussion workshop with target countries
Output 3	Knowledge sharing and learning for M&E boosted	23-27 March	Development of M&E CoP Website contents
		April-August	Development work on setting up Evaluation Societies in target countries
		April-Sept.	Establishing linkages between regional and international M&E fora
		Sept.	Joint meeting for evaluation societies/network for strategic planning and way forward for collaboration and sustainability
		October	Participation at a regional conference to be held in Shanghai, after Course 4
Overall	Admin. & Comm. Costs		Continuous from January-November, 2009

## 11.0 OVERALL COMMENTS

Overall, the project has been on track with the planned outputs and activities since November, 2007. All planned activities under each output have been initiated though some of the activities were slow in progress than expected.

Generally, the activities performance under output 1 has been good with all activities on track with the exception of the M&E course for senior policy level officials. As mentioned earlier, this course was delayed due to the redesign work and delay with nominations. However, this activity is expected to take off as rescheduled for early May, 2009. Since the capacity building and training output this is the single most important output within this Project and taking up the major portion of the overall budget, additional attention will be given to activities under it in the remaining period.

The performance under output 2 is also on track though the process with the country case studies has taken more time than expected. However, the country case studies and the data obtained thus far have been good and the ongoing analysis work is expected to be concluded soon and the strategies development commenced in this quarter.

The progress with output 3 is somewhat slow due to the reasons outlined earlier. There is a need to review and revisit the strategies for the operations of this output. These issues will be discussed in the upcoming Course 3 in Siem Reap where specific actions and responsibilities will be assigned to each national consultant as well as country teams. This is to help improve participation and contributions by all members of the country teams.

The general outlook for the project and its outputs/activities for the period January-November, 2009 looks good and the project can expect to produce the planned results by the end of the project.

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15 March, 2009