M&E Quality Standards and Frameworks Training Course

Professional Development Training Course Outline

Category	Monitoring and Evaluation	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Monitoring and Evaluation (M&E) is the backbone of effective program management, ensuring transparency, accountability, and data-driven decision-making. M&E Quality Standards and Frameworks Training Course equips participants with the knowledge, tools, and practical skills to design, implement, and assess M&E systems aligned with international best practices. Through a combination of evidence-based frameworks, quality benchmarks, and compliance standards, participants will gain a deep understanding of how to elevate organizational performance, strengthen reporting mechanisms, and improve program impact.

The course emphasizes the integration of innovative M&E frameworks, global standards, and quality assurance processes to enhance project monitoring, evaluation rigor, and impact assessment. Participants will explore practical case studies, learn to apply data quality assurance methods, performance indicators, and evaluation frameworks, and develop actionable strategies to ensure sustainable, results-oriented programming. By the end of the training, participants will be empowered to champion high-quality M&E practices that foster accountability, learning, and adaptive management.

Programme Curriculum

M&E Quality Standards and Frameworks Training Course

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Course Objectives

By the end of this training, participants will be able to:

1. Apply global M&E quality standards to program design and implementation.
2. Identify and implement robust evaluation frameworks for diverse projects.
3. Utilize data quality assurance tools to improve monitoring accuracy.
4. Develop performance measurement indicators aligned with strategic goals.
5. Conduct systematic audits and assessments of M&E systems.
6. Integrate risk-based approaches in evaluation planning.
7. Enhance accountability and transparency through quality-focused M&E.
8. Use digital tools and dashboards to streamline M&E processes.
9. Strengthen impact assessment strategies using best practices.
10. Apply ethical and compliance standards in data collection and reporting.
11. Foster learning-oriented evaluation cultures within organizations.
12. Implement adaptive management approaches to improve project outcomes.
13. Conduct evidence-based decision-making for program sustainability.

Target Audience

1. M&E officers and managers
2. Program coordinators and project managers
3. Data analysts and evaluation specialists
4. Policy makers and government staff in program oversight
5. NGO and non-profit program directors
6. Donor representatives and compliance officers
7. Academic researchers and evaluation consultants
8. Professionals involved in quality assurance and reporting

Course Modules

Module 1: Introduction to M&E Quality Standards

- Understanding M&E principles and standards
- International frameworks
- Key quality dimensions
- Role of M&E in organizational accountability
- **Case Study:** Evaluating UNICEF M&E framework in Kenya

Module 2: Designing M&E Frameworks

- Logic models and theory of change
- Linking objectives, indicators, and outcomes
- Stakeholder involvement in framework design
- Integration of quality standards from the start
- **Case Study:** Designing M&E framework for a health program

Module 3: Data Quality Assurance

- Ensuring accuracy, completeness, and consistency
- Data validation and cleaning techniques
- Developing standard operating procedures (SOPs)
- Leveraging digital tools for data quality checks
- **Case Study:** USAID's data quality assurance in development projects

Module 4: Performance Indicators and Measurement

- Developing SMART indicators
- Quantitative vs. qualitative metrics
- Benchmarking and performance tracking
- Continuous improvement through monitoring
- **Case Study:** Measuring education program outcomes in rural schools

Module 5: Evaluation Methodologies

- Formative, summative, and developmental evaluations
- Participatory vs. non-participatory approaches
- Mixed-methods evaluation design
- Practical application of evaluation methods
- **Case Study:** Summative evaluation of a water sanitation project

Module 6: Risk-Based M&E Approaches

- Identifying risks in data collection and reporting
- Mitigation strategies for M&E risks
- Integrating risk assessment in planning
- Scenario analysis and contingency planning
- **Case Study:** Risk management in emergency relief programs

Module 7: Accountability and Transparency

- Stakeholder reporting and engagement
- Audit trails and documentation
- Ethical data management practices
- Building trust through transparency
- **Case Study:** Accountability mechanisms in a UN development project

Module 8: Digital Tools for M&E

- Overview of software and dashboards
- Mobile data collection and cloud-based systems

- Automation of reporting processes
- Visualization for decision-making
- **Case Study:** Use of KoboToolbox in humanitarian M&E

Module 9: Impact Assessment

- Defining program impact and outcomes
- Designing impact evaluations
- Attribution vs. contribution analysis
- Measuring long-term sustainability
- **Case Study:** Evaluating microfinance programs in Kenya

Module 10: Compliance and Ethical Standards

- Regulatory frameworks in M&E
- Data protection and privacy principles
- Ethical considerations in vulnerable populations
- Reporting guidelines and international compliance
- **Case Study:** Ethical compliance in health data collection

Module 11: Learning-Oriented M&E Culture

- Fostering organizational learning
- Feedback loops for adaptive management
- Knowledge management and documentation
- Sharing lessons learned effectively
- **Case Study:** Embedding learning in a regional NGO network

Module 12: Adaptive Management Approaches

- Linking M&E findings to decision-making
- Adaptive project planning
- Continuous improvement cycles
- Tools for responsive program management
- **Case Study:** Adaptive management in agricultural programs

Module 13: Integrating Evidence-Based Decision Making

- Translating M&E findings into action
- Policy influence and advocacy
- Strategic planning using evidence
- Prioritization of interventions
- **Case Study:** Evidence-based decision making in public health

Module 14: Sustainability and Institutionalization

- Building M&E systems for long-term impact
- Institutional policies and SOPs
- Capacity building for staff retention
- Resource mobilization for sustained M&E
- **Case Study:** Institutionalizing M&E in a national education program

Module 15: Advanced M&E Tools and Innovations

- Use of AI, GIS, and predictive analytics
- Mobile and cloud-based monitoring innovations
- Emerging trends in digital M&E
- Future-ready frameworks and tools
- **Case Study:** Predictive analytics for monitoring climate adaptation programs

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com