



**Center for Governance**

(Center)

**[2017] PROJECT ACCOMPLISHMENT REPORT**

**I. Project Information**

Project Code: CPROA

Project Title: Training on Advanced Monitoring and Evaluation for DOLE-NRCO

Project Start: July 4, 2017

Project End: September 30, 2017

Project Price: ₱ 485,192.18

Client Organization: Department of Labor and Employment-National Reintegration Center for OFWs

**II. Project Team**

Project Manager: John A. Mercurio

Team Members: Evelyn Morales, Mary Anne P. Datoy, Roxanne Marie B. Tabor

Supervising Fellow: Gilbert E. Lumantao

Consultants/ Resource Persons: Imelda C. Caluen, Alvin P. Principe, Pamela A. Custodio

**III. Project Details**

Project Description:

The training project aims to build and enhance the participants' skills and understanding of how to develop sustainable and cost effective monitoring and evaluation processes and practices within their own projects and programs. It will also provide an overview of all aspects of M&E from planning to M&E and impact assessment, with a focus on ensuring that M&E contributes towards improving organizational learning and accountability.

Project Objective:

At the end of the training, the participants are expected to:

- Discuss the key concepts of Project Cycle Management (PCM), Logical Framework Matrix (Logframe), and Theory of Change (TOC);
- Have deeper understanding of the characteristics of effective M&E and M&E system;
- Utilize appropriate indicators for measuring project or program goals, outcomes, outputs, and impacts/effectiveness;
- Outline the steps in qualitative and quantitative approaches in data collection, management and analysis; and
- Learn how to collect, analyze and present evaluation data in diverse manners and formats.

Focus Area: Governance

Project Type: Education and Training

Project Beneficiary: DOLE-NRCO central office and regional staff

Regional Coverage: National Coverage



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**IV. Project Accomplishments**

Key Activities Implemented: Meeting with Counterpart Agency, Project Team Meeting, Conduct of Training, and Debriefing Meeting

Major Outputs: Course Outline, Training Kits, Completion of Training, Training Report

Project Impact: Greater effectiveness of DOLE-NRCO project and programs supported through effective monitoring and evaluation (M&E).


Lessons Learned:

- DAP project team and counterpart agency should agree on which legal form to use when formalizing agreement as early the project negotiation period. DAP practice allows the use of a Letter of Conforme (LOC) for projects costing below PhP500,000.00, but counterpart agency demanded the use of a Memorandum of Agreement (MOA) instead of an LOC, two weeks or midway during the processing, leaving only less than two weeks lead time to process the MOA. Last minute measures were resorted to in order to fast track the routing process.
- Minimal reliance on external resource persons (RP) is doable, and can help DAP not only save on costs but also develop a pool internal RPs, as well as strategies for making effective use of DAP's internal expertise.
- The use of internal RPs allows for greater flexibility when a need to drastically change the training schedule becomes expedient and necessary. Counterpart agency held an almost impromptu meeting with their incoming administrator during the first day of the meeting, thereby disrupting the training schedule. This would not have been possible had there been a number of external RPs whose schedule could have been affected by the drastic change.
- Any request for change in the training schedule (albeit initially intended to occur at the end of a training day) should be made official and approved by both parties to avoid exposing the training project to unanticipated risks.


**V. Attachments**

- Certificates of Project Deliverable Accepted and Certificate of Project Closure
- Summary of Evaluation for Course and Resource Person

Prepared by:

  
John A. Mercurio  
Project Manager

Noted / Approved by:

  
Imelda C. Caluen  
Center Head

**Notes:**

1. Project details on Section I-III can be generated thru PMIS based on PMs Inputs.
2. Project Managers are required to accomplish Section IV & provide Section V to reflect results of project implementation
3. Project Managers can update/adjust the pre-filled sections(I-III) based on actual data.