



Development of a Monitoring and Evaluation Framework and System of the Private Sector Development Programme (PSDP) in the framework of the Private Sector Development Strategy (PSDS)

Stakeholders Sensitisation Workshop

23rd September 2014

Overview of the M&E System and Web Portal



Presentation Outline

- 1. Objectives and Expected Outputs of the Project**
- 2. Scope of the project**
- 3. Perceived risks and mitigation strategies**
- 4. Background to M&E**
- 5. Progress to date**

Objectives and Expected Outputs of the Project

- ❖ **The overall objective of this assignment is to design and develop a Results and Performance Based Monitoring and Evaluation System for the PSDP;**
- ❖ **System will be used by BOCCIM to monitor and evaluate activities implemented by the Programme in the framework of PSDS;**
- ❖ **Importantly, the system will include qualitative and quantitative indicators specific to the private sector; and**
- ❖ **These will be defined in order to monitor the business environment surrounding the programme from the beginning to the end of its implementation.**

Objectives and Outputs contd.

- ❖ **The specific objectives of this assignment are as follows:**
 - i. **Establish a web based performance monitoring and evaluation system for PSDP in the framework of PSDS at MTI and BOCCIM; and**
 - ii. **Design and set-up of the PSDP web portal.**
- ❖ **The expected outputs are noted as follows:**
 - ☐ **Monitoring and Evaluation Framework and System for the PSDP developed.**
 - ☐ **Capacity building carried out in the area of M&E for BOCCIM and other implementing institutions involved in PSDP.**
 - ☐ **M&E of PSDP included in BOCCIM operations.**
 - ☐ **Detailed information on PSDP M&E Framework and System as well as progress achieved disseminated to stakeholders involved in PSDP.**

Objectives and Outputs contd.

- ☐ **BOCCIM, MTI and other implementing institutions strengthened for the use of M&E Framework and System.**
- ☐ **A web portal for PSDP, which provides information to a variety of stakeholders is set-up.**
- ☐ **PSDP achievements, outcomes and information on results tracked and disseminated.**
- ☐ **Lessons learnt and recommendations collected and disseminated to contribute to knowledge about successful monitoring and evaluation of programmes.**

Scope of the project

- ❖ **The Scope of the Monitoring and Evaluation assignment is in four phases, which are briefly as follows:**
 - ☐ **Phase 1: Inception - included aspects such as literature reviews and the drafting and submission of the Inception Report;**
 - ☐ **Phase 2: Development of the M&E Framework and Web portal - included aspects such as the development of the PSDP M&E Master Plan and conducting an ICT skills audit;**
 - ☐ **Phase 3: Training of the BOCCIM, MTI, IO's, Service Provider Staff on the Developed M&E System - includes aspects such as the development and submission of the training plan that precedes the planned training workshops; and**
 - ☐ **Phase 4: Follow-up the Implementation of the Developed M&E System - includes aspects such as the half yearly review of the M&E System and submission of the Exit Strategy and final report.**

Perceived risks and mitigation strategies

❖ Below are some risks that should be taken into consideration and the requisite mitigation measures:

Risk 1: High staff turnover due to size, scope and nature of the project

Mitigation: Allow a sufficient period for transfer of project knowledge to the new staff member who should be trained by the staff leaving and develop a handover/takeover plan and build robust knowledge management system.

Risk 2: Lack of enthusiasm during project development

Mitigation: Seconding of a highly experienced expert based in Botswana who is well respected in both the government and private sector circles that is able to continuously motivate staff throughout the process.

Risks and mitigation contd.

Risk 3: IT platforms of BOCCIM and other stakeholders unable to host new M&E system.

Mitigation: Close consultation with stakeholders will determine the most appropriate existing platform that can host the system in the country to enable access by all stakeholders.

Background to M&E

- ❖ **BOCCIM is responsible for the internal monitoring of the overall PSDP programme which is a component of PSDS.**
- ❖ **M&E is applied continuously throughout project life (e.g. periodic monitoring of indicators) or as specific time-bound exercises (mid-term reviews, audit reports and independent evaluations).**
- ❖ **Periodic evaluations provide opportunity to assess early signs of project success or failure and also prompt necessary adjustments.**

Background to M&E contd.

- ❖ **M&E only achievable if an informed M&E Framework and system is available that can do the following aspects:**
 - ☐ **Provide constant feedback on the extent to which PSDP is achieving its goals within PSDS;**
 - ☐ **Identify potential problems at an early stage and propose solutions;**
 - ☐ **Monitor the efficiency of the programme;**
 - ☐ **Monitor the progress achieved in the framework of PSDP implementation;**
 - ☐ **Evaluate the extent to which the programme is able to achieve its general objectives;**
 - ☐ **Assess the relevance of PSDP in line with PSDS priorities;**
 - ☐ **Assess the adequacy of the methodology used to implement PSDP;**
 - ☐ **Evaluate the results and impacts of PSDP;**
 - ☐ **Assess to what extent the results obtained are sustainable (financial, institutional and policy levels);**

Background to M&E contd.

- ☐ **Assess the adequacy of the budget and its cost-effectiveness;**
- ☐ **Assess programme management capacity and expertise in accordance with adopted project implementation structure;**
- ☐ **Provide guidelines for the planning of future programmes/projects;**
- ☐ **Influence SMMEs' sector assistance strategy;**
- ☐ **Improve programme and project design; and**
- ☐ **Incorporate views of stakeholders and show the needs for mid-term corrections.**

Progress to date

- ☐ Inception Report submitted and approved;
- ☐ Consultations were held with the Programme Management Committee to refine the baseline and end line indicators contained within the Logical Framework (Logframe);
- ☐ A Statement of User Requirements (SOUR) was developed;
- ☐ Draft M&E Framework and System report submitted as well as the Technical Assistance Plan; and
- ☐ Web portal is currently being tested.

THANK YOU