VIDA ICT SOLUTIONS

Monitoring & Evaluation Framework for ICT4D Prograr

Evidence your donors will accept, captured while delivery is still cheap

The principle

M&E is not a reporting burden added at the end. It is a set of decisions made at design time about what will count as success, and a lightweight routine that captures it as a by-product of delivery. This framework fits on two pages and runs on tools you already have.

Layer 1 • The results chain

- Inputs: what you spend ? money, staff hours, devices, connectivity, venue.
- Activities: what you do ? train, deploy, support, maintain.
- Outputs: the direct, countable products ? cohorts completed, systems installed, users onboarded.
- Outcomes: the changes in behaviour or capability ? tasks now done digitally, hours saved, errors avoided.
- Impact: the longer-term change the programme exists for ? income, service access, institutional capability.

Fund and measure outcomes. Outputs alone prove you were busy, not that anything changed.

Layer 2 • Indicators that survive scrutiny

- Each indicator needs a definition, a data source, a collection frequency, a named owner and a baseline.
- Prefer indicators you can observe in system data over those that need a survey. System data is cheaper and harder to dispute.
- Where you must survey, keep it under ten questions and run it at fixed intervals on a sample, not on everyone every time.

Layer 3 • Baseline before intervention

Capture the baseline before the first session or deployment, using exactly the instrument you will use later. A baseline collected afterwards is an estimate, and donors know the difference.

Layer 4 • The data routine

- One register per beneficiary with a stable identifier, consent recorded, and minimal fields.
- Attendance and completion captured at the point of delivery, on a device, not transcribed later from paper.
- A monthly one-page summary: planned versus actual per indicator, with a comment on every variance over 15%.