Invitation to EPDET 2016 / the 10th Anniversary of European Program for Development Evaluation Training

EPDET 2016
4th – 9th September 2016

Hotel Pyramida, Prague
Czech Republic

(http://www.orea.cz/en/orea-hotel-pyramida)

Development Worldwide, registered association (DWW), Slovak Evaluation Society and Czech Evaluation Society have the pleasure to invite you to the European Program for Development Evaluation Training - EPDET 2016, to continue the tradition of this European summer school. Mini IPDETs in Europe have been offered since 2007 (see the section EPDET at www.dww.cz). EPDET is overview training that provides a systematic approach to evaluation.

The core curriculum of the EPDET training is a shortened version of the successful two-week core course of the summer school IPDET (www.ipdet.org) - International Program for Development Evaluation Training, organized by the Carleton University, Ottawa, Canada.

EPDET 2016 will be provided in English again, by the top lecturers Dr. Linda G. Morra Imas and Dr. Ray C. Rist. The training is recommended for evaluators and managers of development projects and programs. The graduates of the training will obtain Certificate of completion of the mini-IPDET.

EPDET 2016

EPDET is organized by Development Worldwide, the Czech Evaluation Society, and the Slovak Evaluation Society.

The all-inclusive participant fee is 1390 EUR (equivalent of 37 600 CZK or 1580 USD). The fee includes training tuition, accommodation, full board, and extracurricular events. Participants will receive printed and electronic versions of the training manual, the World Bank book *The Road to Results: Designing and Conducting Effective Development Evaluations*, and other training materials.

Accommodation will be offered in fully equipped single hotel rooms. Wi-Fi will be available in the hotel premises. Full board (buffet option during lunch and dinner) will be arranged beginning with dinner on Sunday 04 September 2016 and finishing with lunch on Friday 09 September 2016.

Capacity of the training is limited and therefore we ask all applicants to confirm their interest by 31 March 2016 by sending the Word application form to EPDET coordinator Mr. Daniel Svoboda (svoboda@dww.cz) and/or by filling the online **application form**.

Further information, payment instructions, and details on the training will be distributed to the registered applicants.

The information on EPDET is available on http://www.dww.cz/english.php?page=epdet1

EPDET Lecturers

Ray C. Rist

is creator and co-director of IPDET - International Program for Development Evaluation Training and former President of IDEAS - International Development Evaluation Association. Retired from the Independent Evaluation Group of the World Bank, Dr. Rist continues to advise organizations and national governments throughout the world on how to design and build results-based M&E systems, including the World Bank, OECD, DFID, IADB, and a range of corporations, House and Senate committees in the United States. The focus of much of this consulting has been on public sector performance especially that of results based management and measurement. His career includes 15 years in the United States Government with senior appointments in both the executive and legislative branches. He has held professorships at Johns Hopkins, Cornell, and George Washington Universities and been a Fulbright fellow at the Max Planck Institute. He has authored or edited 32 books, written more than 140 articles and monographs, and lectured in more than 85 countries. Dr. Rist serves on the editorial boards of nine professional journals and chairs an international working group that collaborates on research related to evaluation and governance.

Linda G. Morra Imas

is creator and co-director of IPDET - the standard against which other programs benchmark. She has more than 30 years of experience in designing, conducting, and managing policy, program and project evaluations, both nationally and internationally. She is the co-author, with Ray C. Rist, of the comprehensive text, The Road to Results: Designing and Conducting Effective Development Evaluations. Retired as Chief Evaluation Officer and Advisor, Evaluation Capacity Development (ECD), from the Independent Evaluation Group, World Bank Group, Dr. Morra Imas consults and trains on monitoring and evaluation organizations and national governments, acting as an independent consultant to the Independent Evaluation Group of the World Bank, the Inter-American Development Bank, AusAid, China Ministry of Finance, and others for training and other ECD services. She is former Director of Education and Employment Program Evaluation for the U.S. Government Accountability Office and has taught program evaluation at George Washington University as an adjunct professor.

EPDET 2016 – TRAINING PROGRAM

Hotel Pyramida, Prague, Czech Republic

Sunday 04.09.2016

14:00 – **Check-in, Registration in the hotel for the accommodated participants**
Handover of training materials

18:30 – 21:30 **Dinner**

19:30 – 20:00 **Welcome & Introductions**
Training partners, lecturers, and accommodated participants

20:00 – 20:15 **Program Overview and Course Objectives**
Providing an overview of the program, highlighting the key topics to be covered and outlining the learning objectives for the five-day course

Day One: Monday 05.09.2016

08:30 – 09:30 **Challenges in Evaluation in the Region**
All participants are invited to provide a 1 minute presentation on their background, the organization(s) they represent, and to highlight key evaluation issues being faced in their countries.

09:30 – 10:10 **Introducing Development Evaluation**: **Terms, Concepts, & Standards / Chapter 1 of the book The Road to Results**
First module introduces the definition and general concepts behind evaluation of projects programs and policies. It then turns to evaluation of development interventions.
- *Evaluation, What Is It?*
- *The Origins and History of the Evaluation Discipline*
- *The Development Evaluation Context*
- *Principles and Standards for Development Evaluation*
- *Examples of Development Evaluations*

10:10 – 10:30 **Tea/Coffee Break**

10:30 – 12:00 **Module continued (1)**

12:00 – 13:30 **Lunch**

13:30 – 15:00 **Building a Results-Based Monitoring and Evaluation System / Chapter 3**
Results-based monitoring and evaluation (M&E) is a management tool to help track progress and demonstrate the impact of development interventions. This module is the one place which is focused on the function of monitoring.
- *Importance of Results-based M&E*
- *What Is Results-based M&E?*
- *Traditional vs. Results-based M&E*
- *The Ten Steps to Building a Results-based M&E System*

15:00 – 15:20 **Tea/Coffee Break**

15:20 – 16:50 **Module continued (3)**

16:50 – 18:00 **Small Group Work – Analyzing the case studies, the objectives and strategy**

18:00 – 20:00 **Dinner**

Day Two: Tuesday 06.09.2016

08:30 – 10:10 **Understanding the Evaluation Context and the Program Theory of Change / Chapter 4**
This module examines evaluation planning. This module is about the front end of an evaluation – how to start. An evaluation that begins with a well-planned design is more likely to be completed on time and on budget and to meet the needs of the client and other stakeholders. A front-end analysis investigates and identifies lessons from the past, confirms or casts doubt on theory behind the program, and sets the context influencing the program.
- *Front-end Analysis*
- *Identifying the Main Client and Key Stakeholders*
- *Understanding the Context*
- *Tapping Existing Knowledge*
- *Constructing, Using, and Assessing a Theory of Change*

10:10 – 10:30 **Tea/Coffee Break**

10:30 – 12:00 **Small Group Work – Developing the program Theory of Change**

12:00 – 13:30 **Lunch**

13:30 – 15:00 **Developing Evaluation Questions and Starting the Design Matrix / Chapter 6**
This module addresses specific steps in designing an evaluation. The module discusses the types of evaluation questions and explains when to use each type. The module also covers how to write and structure good questions.
- *Sources and Types of Questions*
- *Identifying and Selecting Questions*
- *Developing Good Questions*
- *Designing the Evaluation*

15:00 – 15:20 **Tea/Coffee Break**

15:20 – 16:50 **Module continued (6)**

16:50 – 18:00 **Small Group Work – Discussing the evaluation questions**

18:00 – 20:00 **Dinner**

Day Three: Wednesday 07.09.2016

8:30 – 10:10 **Selecting Designs for Cause-and-Effect, Descriptive, and Normative Evaluation Questions / Chapter 7**
After determining the evaluation questions, the next step will be to select an evaluation design approach that is most appropriate given each question. This module presents some guidelines, along with the strengths and weaknesses of various design options, but it is important to keep in mind that every situation is unique. There is no "one and only" way to address an evaluation question.
- *Connecting Questions to Design*
- *Designs for Cause and Effect Questions*
- *Designs for Descriptive Questions*
- *Designs for Normative Questions*
- *The Need for More Rigorous Designs*

10:10 – 10:30 **Tea/Coffee Break**

10:30 – 11:00 **Module Continued (7)**

11:00 – 12:00 **Small group Work – Selecting design for evaluation questions**

12:00 – 13:30 **Lunch**

13:40 – **Extracurricular event: Departure to Karlstejn Castle (http://www.hradkarlstejn.cz/en/)**

18:00 – **Special dinner and EPDET party at http://www.eliskakarlstejn.cz/**

Shuttle bus back to Prague at 21:30 and 23:30

Day Four: Thursday 08.09.2016

09:00 – 10:30 **Selecting and Constructing Data Collection Instruments / Chapter 8**
Previous modules discussed evaluation questions and evaluation designs to match these questions. This module looks at how to collect the data to answer the questions.
- *Data Collection Strategy*
- *Characteristics of Good Measures*
- *Quantitative and Qualitative Data*
- *Tools for Collecting Data*

10:30 – 10:50 **Tea/Coffee Break**

10:50 – 12:00 **Module continued (8)**

12:00 – 13:30 **Lunch**

13:30 – 15:00 **Choosing the Sampling Strategy (Chapter 9)**
This module discusses how to determine how much data to collect. It also addresses how to select the sources of data so that they closely reflect the population and help answer the evaluation questions.
- *Introduction to Sampling*
- *Types of Samples: Random and Non-Random*
- *Determining the Sample Size*

15:00 – 15:20 **Tea/Coffee Break**

15:20 – 16:40 **Planning for and Conducting Data Analysis (Chapter 10)**
Once the data are collected, evaluators need to go through it and find meaning in the words and numbers. Techniques are available to help with this task. Analysis begins with a data analysis strategy. Qualitative and quantitative data will demand different strategies and techniques.
- *Data Analysis Strategy*
- *Analyzing Qualitative Data*
- *Analyzing Quantitative Data*
- *Linking Quantitative Data and Qualitative Data*

16:40 – 18:00 **Small Group Work – Completing the Design Matrix / Finalizing the Group Work Presentation**

18:30 **Special Graduation Dinner**

Day Five: Friday 09.09.2016

8:30 – 10:10 **Group Work Presentations: Project Logic Model & Evaluation Design Matrix**

10:10 – 10:30 **Tea/Coffee Break**

10:30 – 12:00 **Group Work Presentations continue**

12:00 – 12:30 **Evaluation of the Training**

12:30	**Check-out from the rooms**

12:30 – 14:00 **Lunch**

14:00 – 15:30 **Bonus: Workshop on European Commission procedures on contracting the evaluations**
- *Terms of Reference, Framework Agreements*
- *Preparation of the bids for evaluations, key criteria, tips for applicants*

15:30 – 15:50 **Tea/Coffee Break**

15:50 – 17:00 **Workshop continues**
- *Appraisal process, selection of the bids, negotiation procedure*
- *Questions and answers*

Final program will be confirmed until the end of June, 2016

Please, apply online here: Application form

or fulfill the application form in Word and send it by e-mail to svoboda@dww.cz

Questions or requests for additional information may be addressed directly to EPDET program coordinator:

Mr. Daniel Svoboda

E-mail: svoboda@dww.cz

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Mobile phone: +420 724 179 562

www.dww.cz/english.php?page=epdet1