Invitation for EPDET 2013
European Program for Development Evaluation Training
European offering of IPDET

EPDET 2013
15th - 21st September 2013

Hotel Krystal, Prague
Czech Republic

(http://www.prague-hotel-krystal.cz/)

Development Worldwide (DWW) and the Slovak Evaluation Society have the pleasure to invite you to the European Program for Development Evaluation Training - EPDET 2013, to continue the tradition of this European summer school – mini IPDET started in 2007 (see section Czech DET at www.dww.cz).

The core curriculum of the training follows a successful scheme of the summer school IPDET (www.ipdet.org), organized annually by Carleton University, Ottawa, Canada.

EPDET 2013 will be provided in English again by top lecturers Ms. Linda G. Morra Imas and Mr. Ray C. Rist. The training is recommended for evaluators and managers of development projects and programs.

The training graduates will obtain Certificate of the IDEAS - International Development Evaluation Association (www.ideas-int.org).

European offering of the International Programme for Development Evaluation Training (IPDET) is organized by Development Worldwide (DWW) and Slovak Evaluation Society.

The all-inclusive participant fee is 1100 EUR (equivalent of 28 400 CZK). The fee includes tuition, accommodation and full board. Participants will receive both printed and electronic versions of the training manual and other training materials.

For the participants having their own accommodation in Prague, the fee will be reduced to 950 EUR (24 500 CZK).

Accommodation will be offered in fully equipped single hotel rooms. Full board will be arranged beginning with dinner on Sunday 15 September 2013 and finishing with lunch on Saturday 21 September 2013.

Capacity of the training is limited, therefore we ask all applicants to confirm their interest until 30 April 2013 by email to EPDET program manager: Mr. Daniel Svoboda (svoboda@dww.cz) and/or fill in the online **application form**.

Further information, payment instructions, and details on the training will be distributed to the applicants by the end of May 2013.

EPDET Lecturers

Ray C. Rist

is creator and co-director of International Program for Development Evaluation (IPDET) and current president of IDEAS. Retired from the Independent Evaluation Group of the World Bank, Dr. Rist continues advising many national and international organizations, 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, and 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 26 books, written more than 140 articles and monographs, and lectured in more than 75 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 co-author of the new comprehensive text, The Road to Results: Designing and Conducting Effective Development Evaluations. Recently retired as chief evaluation officer and advisor, evaluation capacity development, from the Independent Evaluation Group, World Bank Group, Dr. Morra Imas heads her own consulting firm, 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 2013 – PRELIMINARY TRAINING PROGRAM
Hotel Krystal, Prague

Sunday 15.09.2013

14:00 – **Registration**

19:30 – 20:00 **Welcome & Introductions**
Training partners and lecturers
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 six-day course.

Day One: Monday 16.09.2013

8:30 – 09:30 **Challenges in Evaluation in the Region**
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**
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 **Coffee Break**

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

12:00 – 14:00 **Lunch**

14:00 – 15:30 **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 projects, programs and policies. 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*

15:30 – 15:50 **Coffee Break**

15:50 – 16:30 **Module continued (3)**

16:30 – 17:45 **Small Group Work – Discussing the Case Studies**

Day Two: Tuesday 17.09.2013

8:30 – 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 **Coffee Break**

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

12:00 – 14:00 **Lunch**

14:00 – 15:30 **Developing Evaluation Questions and Starting the Design Matrix / Chapter 6**
This is the first of five modules that discuss specific steps in designing an evaluation. This 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 of Questions*
- *Types of Questions*
- *Identifying and Selecting Questions*
- *Developing Good Questions*
- *Designing the Evaluation*

15:30 – 15:50 **Coffee Break**

15:50 – 17:45 **Module continued (6)**

Day Three: Wednesday 18.09.2013

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 **Coffee Break**

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

11:00 – 12:00	**Small group Work – Evaluation Questions**
12:00 – 14:00	**Lunch**
14:00 –	**Free afternoon – field trip Prague Castle**
18:30	**Dinner at http://www.krcmabrabant.cz/index_en.php**

Day Four: Thursday 19.09.2013

8:30 – 10:10   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 evaluation questions.
- *Data Collection Strategy*
- *Characteristics of Good Measures*
- *Quantitative and Qualitative Data*
- *Tools for Collecting Data*

10:10 – 10:30   Coffee Break

10:30 – 12:00   Module continued (8)

12:00 – 14:00   Lunch

14:00 – 15:30   Managing an Evaluation / Chapter 12
Evaluations can be complicated projects. Keeping everyone on task, meeting deadlines, and doing quality work can be challenging. This module discusses ways evaluators can plan, manage, meet quality standards, and share results so that their evaluations are used by policy makers to effect change.
- *Managing the Design Matrix*
- *Contracting an Evaluation*
- *Roles and Responsibilities of Different Players*
- *Managing People, Tasks and Budgets*

15:30 – 15:50   Coffee Break

15:50 – 16:30   Module continued (12)

16:30 – 17:00   Evaluations at the European Commission (Guest tbc.: Mr. Martin Pav, EC)

17:00 – 17:45   Small Group Work – Evaluation design

Day Five: Friday 20.09.2013

8:30 – 10:10   Presenting Results / Chapter 13
Once data collection and analysis are largely completed, it is a time to share preliminary results and to make plans to communicate the final results. Sharing what has been learned is one of the most important parts of an evaluation.
- *Creating a Communication Strategy*
- *Writing an Evaluation report*
- *Displaying Information Visually*
- *Making an Oral Presentation*

10:10 – 10:30   Coffee Break

10:30 – 12:00	**Small Group Work: Completing the Design Matrix**
12:00 – 14:00	**Lunch**

14:00 – 15:30   **Guiding the Evaluator: Evaluation, Ethics, Politics, Standards and Guiding Principles / Chapter 14**
Evaluators also have to deal with internal and external pressures. Ethics and politics are issues for all evaluators, especially fore those working in countries with poor governance and history of corruption. Internal pressures within a development organization can also create ethical issues.
- *Ethical Behavior*
- *Politics and Evaluation*
- *Evaluation Standards and Guiding Principles*

15:30 – 15:50	**Coffee Break**
15:50 – 18:30	**Small Group Work: Completing the Design Matrix**
18:30	**Graduation dinner probably at http://www.udzbanu.cz/**

Day Six: Saturday 21.09.2013

08:30 – 10:10	**Group Work Presentations: Project Logic Model & Evaluation Design Matrix**
10:10 – 10:30	**Coffee break**
10:30 – 12:00	**Presentation cont., Evaluation of the Training**
12:00 – 13:30	**Lunch**
Around 13:30	**Departure**

Final program will be confirmed until end of July, 2013

Please, apply online here: Application form

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

Mr. Daniel Svoboda (svoboda@dww.cz)
or
Ms. Dagmar Gombitova (gombitova@evaluation.sk)