

WHAT IS MONITORING?

Monitoring involves tracking the progress of results, project indicators and progress against activities (documentation) to see how it is performing in relation to the desired outputs, outcomes, and impact.

Why monitoring matters: Often undervalued, monitoring data is vital to guide decisions and make necessary adjustments to maximise positive results during the implementation phase.

The data collected through **monitoring** is further used for **evaluation**.

Monitoring and evaluation plans can be used to develop work plans which guide staff in **what data** they need to collect, **when, how** and **from whom**.

Instead of only pure progress monitoring, **results-based monitoring** is increasingly used with a threefold goal:



REPORTING (against the logframe).



STEERING (using the data to determine if the project is on track and what is working or not working).



LEARNING (what worked well in the long-term, what can be scaled up).

Monitoring should follow **FIVE PRINCIPLES**: focused, timely, usable, credible, and ethical.

- 1 FOCUSED**
monitoring collects only the data that is necessary to track progress.
- 2 TIMELY**
monitoring means collecting and sharing data at the relevant time. If it is shared too late it may be useless.
- 3 USABLE** monitoring means that the data is easy to use and accessible for stakeholders.
- 4 CREDIBLE**
monitoring means that all collection and entry methods are credible and (ideally) standardized to create a uniform database that can be used to make critical decisions.
- 5 ETHICAL**
monitoring **respects local customs and laws, data privacy** and **informed consent** during the monitoring process. This requires a thorough planning phase.

Monitoring should be participatory and inclusive

to increase the sense of ownership and motivation amongst stakeholders.