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Bio



Scott Chaplowe specializes in strategic planning, organizational development, and capacity building for international organizations, with an emphasis on participatory approaches to monitoring and evaluation (M&E). He is currently employed with the International Federation of Red Cross and Red Crescent Societies (IFRC) as a senior M&E officer, where he has developed, piloted, and conducted a variety of innovated approaches to M&E planning, program design and assessment in program areas ranging from community health and disaster management to poverty eradication and environmental conservation. He has facilitated professional workshops and trainings in North and South America, Europe, Africa, and Asia – including professional development workshops at the conferences of the American Evaluation Association, and the Malaysian Evaluation Society.

Workshop title

"Participatory Project Reviews – Stakeholder Involvement in Assessment"

Workshop timing

Tuesday, October 5, 1:30pm – 5:30pm (with a half hour tea break)

Target audience

The workshop is targeted to people of all levels interested in participatory approaches to assessment, such as program reviews and evaluations.

Workshop content

Oftentimes in "real world" evaluation, evaluators are brought in without the luxury of establishing robust, participatory systems for evaluation at a program's start. This workshop will prepare participants to conduct a Participatory Project Review (PPR) - a participatory approach to evaluation that can be readily tailored to different timeframes and contexts according to need. It combines participatory methodologies, drawing from Empowerment Evaluation (David M. Fetterman), and the Most Significant Change technique (Rick Davies and Jessica Dart). The PPR approach seeks to help programs/projects use a form of self-evaluation and reflection where, "The group thus can serve as a check on its own members, moderating the various biases and agendas of individual participants." (Fetterman 2001). In addition to project assessment, the PPR seeks to build better understanding and ownership among project stakeholders, as well as the participant's teamwork and capacity to conduct assessment. This workshop will prepare participants to conduct a PPR through six key steps, including interactive activities to reinforce practical understanding and application. It is appropriate for those new to participatory evaluation, as well as the more experienced.

Participant level: All levels

Detailed workshop outline

"Learning should always be the main focus of any type of evaluation. Where the traditional kind of external evaluation may produce good quality evaluations results and recommendations, quite often these remain with the senior management of the program. Consequently, the learning is not disseminated let alone incorporated among important stakeholders, such as project staff, representatives of the communities and relevant government authorities or other NGOs in the region. The participatory type of evaluation involving multiple stakeholders is therefore emerging rapidly." (Susanne van Lieshout and Natasha Cassiere, 2007. "Maximize Learning from Participatory Evaluation with Peer Review," MDF South Asia.)

The above quote is from a colleague in a partner organization I worked with while managing evaluations of multiple programs in Sri Lanka responding to the tsunami. I feel it aptly captures some of the challenges we confronted in the International Federation of Red Cross and Red Crescent Societies (IFRC) to make our evaluations meaningful and to put them to use. To a large extent, this challenge is the genius of the participatory project review (PPR) method presented in this workshop.

A PPR provides a safe and confidential method to identify and elicit findings, conclusions, and recommendations among participants. The approach also allows participants to assess findings, conclusions, and recommendations themselves according to key criteria, such as importance (priority), timing, feasibility, etc. The structure of this workshop will follow six key steps, with interactive exercises modeling specific PPR facilitation styles.

1. **Workshop Introduction:** introduce workshop objectives and participants.
2. **Step 1 – Preparation.** Provides an overview of key considerations for planning a PPR, from TOR development and stakeholder involvement to gatekeeper visits.
3. **Step 2 – PPR Start-Up.** Includes key considerations for facilitating the start of the PPR.
4. **Step 3 – What have we done?** Includes facilitation methods to review, organize, and record with participants factual "findings" from the past..
5. **Step 4 – What has changed?** Includes facilitation methods to identify, organize, and assess with participants key changes in their lives (communities).
6. **Step 5 – What should be done?** Includes facilitation methods to identify, organize, and assess specific actions (recommendations) for the future based on prior review and assessment.
7. **Step 6 – Follow-Up** Includes facilitation methods to conclude the PPR with a tailored action plan, framing expectations for participants.

Option Background Reading

Reading is not required for this workshop. However, participants may refer to the brief recommendations below if they are interested.

- **Chaplowe, Scott G. 2008.** *"Monitoring and Evaluation Planning."* USAID with American Red Cross/CRS M&E Module Series. American Red Cross and Catholic Relief Services (CRS), Washington, DC and Baltimore, MD. This module provides a concise guidance to develop a comprehensive monitoring and evaluation (M&E) system for international humanitarian relief and development programs. It does not discuss PPRs, but can help situate evaluations such as a PPR in the overall project/program cycle. It can be accessed at: http://crsprogramquality.org/pubs/ME/MEmodule_planning.pdf
- **Davis, Rick and Jess Dart. 2005.** *The 'Most Significant Change' (MSC) Technique.* Provides the methodological background of MSC. <http://mande.co.uk/docs/MSCGuide.pdf>

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- Fetterman, D. M. 2001. *Foundations of Empowerment Evaluation*. Sage Publications. Thousand Oaks, London, New Delhi. This book provides the methodological background of Empowerment Evaluation. You can also read about Empowerment Evaluation at <http://evaluation.blogspot.com/> and <http://wwwstatic.kern.org/gems/region4/DavidFettermanPresentation.pdf>
 - Catley, Andrew, John Burns, Dawit Abebe, and Omeno Suji. 2007. *Participatory Impact Assessment: A Guide for Practitioners*. Feinstein International Center, Tufts University. This provides a different example of how participatory approaches are used in the assessment of livelihood interventions in the humanitarian sector.