A23. Monitoring and evaluation framework

Module 6.5 - Monitoring and evaluation

Create a simple Monitoring and Evaluation Framework for your AAIC-funded project. This activity will help you organise your indicators, data collection methods, and responsibilities in one place.

It brings together what you've learned in the lessons on logical frameworks, indicators, and data collection.

The M&E framework helps keep you, your team, and your stakeholders clear on:
- What your project is doing
- What success looks like
- How you'll measure progress
- Who is responsible, and when

Example: Monitoring and Evaluation Framework

Project Title: Active Together – Weekly Movement Classes for Over 60s

Objectives	Activities	Outputs	Outcomes	Data collection methods and tools	Responsibility and timing	Reporting
Increase physical activity among older adults	Deliver 12 weekly group classes	- 12 classes delivered - 25 participants attended	- 12 classes delivered - 25 participants attended	Attendance tick sheet - Pre/post activity survwey	Facilitator – weekly Coordinator – end of project	End-of-project report to Heart Foundation
Improve mental wellbeing	Collect participant feedback	- 20 feedback forms collected	- 65% reported improved mental wellbeing (via Likert scale)	- Paper-based end-of-program survey	Volunteers – final week Coordinator – final review	Included in project reflection and shared with partners
Build social connection	Host end-of-program morning tea	- 1 event held - 20 participants attended	- 60% reported making new social connections	- Focus group discussion - Facilitator notes	M&E officer – Week 12	Shared with community partners and included in donor reporting

Template

Project Title:

Objectives	Activities	Outputs	Outcomes	Data collection methods and tools	Responsibility and timing	Reporting