



Small Grant Program

Final Narrative Report

Project ID

SGP Project number	SG2015-10	
Project Title:	Developing an ASEAN Regional Framework on Evaluation Standards	
Project Managed by:	Lim Kheng Joo	
Date of this report	13 April 2016	
Focus of the Project: (check all that apply)	<input type="checkbox"/>	Gender+
	<input type="checkbox"/>	Youth
	<input checked="" type="checkbox"/>	Culture
	<input checked="" type="checkbox"/>	Professionalization
	<input type="checkbox"/>	Parliaments
	<input type="checkbox"/>	SDGs/NES

VOPEs involved:	Name and acronym of VOPE	Country/Region
#1	Malaysia Evaluation Society (MES)	Malaysia/South-east Asia
#2	Cambodian Evaluation Society (CamES)	Cambodia/South-east Asia
#3	Vietnam Network of Monitoring & Evaluation (VNME)	Vietnam/South-east Asia
#4	Indonesian Development Evaluation Community (InDEC)	Indonesia/South-east Asia
#5	Asia Pacific Evaluation Association (APEA)	Asia-Pacific
#6	Malaysia University of Science & Technology (MUST)	Malaysia/South –east Asia

Project start date	15 Oct 2015
Project end date	30 Mar 2016

Project team for this project

VOPE	Contact Person Names	Email addresses
MES	Lim Kheng Joo	khengjoo@gmail.com
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CamES	Samsen Neak	neaksamsen@gmail.com
VNME	Nyugen Thu Que	nthuque@gmail.com
InDEC	Yulianto Dewata	ydewata@gmail.com
APEA	Dr Arunaselam Rasappan	arasappan@cedre.org.my

1. **What was the purpose of the project? What did the project plan to achieve and how? (Brief description of the project, max 100 words).**

The development of an ASEAN Regional Framework on Evaluation Standards (ARFES) is aimed at closing the demand-supply gap in evaluation caused by increasing demands for evaluation and the constrained supply of evaluation expertise and standards. This mis-matched situation is caused by the absence of national evaluation standards among ASEAN member countries. As a regional framework, ARFES' strategic intent is to offer a

common generic and non-prescriptive framework with broad outline so as to enable each country to draw up respective national framework of evaluation standards towards the development of national evaluation capacity as well as the professionalization of evaluation.

2. Did the project achieve what it planned to achieve? Yes, fully / partially / unfortunately, no.

- The project achieved the planned results as planned. With respect to the intended outcomes, it would depend on the respective VOPE partners to undertake the necessary follow-up and follow-through actions.

2.a. Please comment on degree of achievement:¹

The main activities considered for the project:

Activity	Deliverable	Date	Status
Setting up a joint research team to identify national and regional standards on evaluation that are currently being implemented	Compilation of national and regional evaluation standards	15 Oct – 10 Nov 2015	Completed
Establishment of an Expert Working Group (EWG) entrusted with the responsibility to draft the ARFES	Formation of EWG & EWG Meeting 01/2016 held	09-10 Jan 2016	Completed
Completion of 1st draft ARFES by EWG Meeting in Kuala Lumpur	ARFES 1 st draft was completed and revised into ARFES 2 nd Draft for circulation by VOPE partners	05 Feb 2016 & 16 Feb	Completed
ePublic Consultation on 2nd draft ARFES by respective partner VOPEs via Internet/ social networks/media	Feedback and comments received from several VOPEs e.g. InDEC, PHILDEV, JES, MES, IDEAS.	01-18 Mar 2016	Completed
Final Revision of 2nd draft by EWG based on feedback from e-public consultation process.	Final revision of 2 nd draft based on feedback from online evaluation communities was carried out during the EWG Meeting 02/2016	29-30 Mar	Completed
Commissioning of the ARFES 2nd draft to be translated into the Indonesian national language	ARFES 2 nd Draft was translated into Indonesian language	22 Mar 2016	Completed
Organising 2-day stakeholder consultation workshop in Jakarta, Indonesia	ARFES Stakeholder Consultation Workshop conducted	28 Mar 2016	Completed
Improving, enriching and finalizing the ARFES 2 nd draft by the EWG	EWG Meeting 02/2016 held in Jakarta	29-30 Mar 2016	Completed
Submit ARFES 3 rd Draft for finalisation	ARFES 3 rd Draft (English version) was submitted on 05 April & finalised on 11 April	11 April 2016	Completed
Submission of final draft ARFES to APEA for follow-up actions	Finalised ARFES submitted to APEA	13 April 2016	Completed
Submission of final draft ARFES to Asean Secretariat	Submission of finalised ARFES (English & Indonesian version- pending) to ASEAN Secretariat	Expected 30 April 2016	Pending
Preparation & submission of final project report to IOCE	Narrative reports and project financial statement with evidences submitted	15 April 2016	Completed

3. Was the project implemented as planned? If there were changes in the planned activities, why they were necessary?

¹ Please limit your responses to this and other questions to no more than 500 words each.

- The project activities were implemented as planned though some of the planned dates had to be rescheduled due to other commitments of project members.
- The originally planned 2-days stakeholder consultation workshop was reduced to 1 day due to difficulties in getting participants to attend a 2 day event especially after a festive weekend (in this case, it was the Easter holidays).
- Review of the draft ARFES based on feedback from e-consultation process by EWG members did not take place as response was poor and deadline for feedback was extended from 01 Mar to 18 Mar. Nonetheless, on 29-30 March, the EWG reviewed the feedback & comments from the e-consultation process together with those from the Stakeholders Consultation workshop held on 28 March 2016.
- Finalised draft ARFES (English) has been submitted to project partner InDEC who would then submit it to the ASEAN Secretariat together with the Indonesian version when completed.

4. What are the main lessons/challenges learned from the experience of this project that you would like to share with other VOPEs?

- Strong commitment and close cooperation among the project partners played a key role.
- Firm and consultative project leadership is critical in engaging and motivating team members.
- Undertaking cross-border project activities encountered challenges in preparing expenditure and making payments due to usage of multiple currencies (USD, MYR and IDR) and the volatility of exchange rates among the three different currencies.
- Dealing with VOPEs without a formal structure and bank account posed challenges in remitting portion of grant money for project activities to be carried out by such VOPEs.
- Online consultation with respective evaluation communities though more cost-efficient is not as effective and fruitful compared to face-to-face meetings.
- Need for official representation to national governments such as by regional (APEA), global (EvalPartners) and international organisation (IOCE) for support and commitment would greatly assist national VOPEs in their projects.
- An insight gained from this project is that when developing a regional framework like ARFES, it is best to adopt a top-down, bottom-up approach. The top-down approach by circulating the draft framework with much details and specific in explaining the principles and standards for public consultation (e.g. ARFES Draft #2). The bottom-up approach would then have the feedback and comments from the consultation process considered, reviewed and then consolidated into a more non-prescriptive and concise document with flexibility for expansion.(E.g. Finalised ARFES).

5. Are there plans to continue or expand collaboration started under the project? If so, please describe.

- The next phase is the buying-in of national governments for the need of national standards based on ARFES. With ARFES in hand, VOPE partners are now more confident to engage their respective national governments in evaluation capacity development. As such they are planning to develop their own consultative events to further develop national evaluation standards based on the ARFES. As for the APEA, it intends to disseminate and share the ARFES model with its members in the Asia-Pacific region for further consultation, adaptation and adoption.

Please attach any workshop material, documents, presentation material, pictures or website links related to the project listed above. This information will be presented to the UN Women auditors as proof of the project activities.

- Evidence of project activities carried out are attached in separate zipped folders

Send this final report along with the final financial report and corresponding receipts to Lynn Burgess at lynn@ioce.net