Monitoring and Evaluation Capacity Strengthening Plan

USAID Data for Impact (D4I) and National Child Development Agency (NCDA) collaborated and conducted a five-day Child Protection Management Information System (CPMIS) stakeholder workshop to gain a better understanding of Rwanda's care reform landscape, identify areas and opportunities for monitoring and evaluation (M&E) capacity strengthening, assess existing management information systems for child protection and care, and to identify priorities and requirements for integrated and reliable information management systems.

A monitoring and evaluation (M&E) Capacity Strengthening Plan was then developed to respond to key M&E gaps identified and recommendations as per the capacity areas documented in the assessment report. The activities included in the plan are aimed at improving skills, tools, and processes that would make Rwanda's National Child Development Agency (NCDA) more agile in implementing and monitoring the child protection (CP) and care M&E framework to ensure transparency and accountability to direct and indirect beneficiaries. The plan also contains practical measures to improve coordination and communication among the NCDA, Ministry for Gender and Family Promotion (MIGEPROF) and partners such as Data for Impact (D4I), UNICEF, and others who play complementary and supporting roles.

To respond to NCDA's M&E capacity strengthening needs, the gaps identified were grouped into three categories: interinstitutional, organizational, and at individual level. The main areas for capacity strengthening proposed were:

- Increase the level of interinstitutional coordination and cooperation among NCDA, MIGEPROF, and key partners in the child protection M&E space.
- Strengthen the M&E institutional capacity of the NCDA in child protection.
- Develop M&E individual capacities of NCDA employees in child protection.

Sustainability of the M&E Capacity Strengthening Plan

To help sustain the results of plan implementation, the following measures were planned:

- Institutionalization of forms, tools, guidelines, instructions, and processes for data collection, data analysis, data quality assurance, and data use
- Involvement of the NCDA in piloting of a longitudinal case management solution for an information system and institutionalizing the system; development and institutionalization of M&E indicators in the child protection sector with special focus on violence against children, alternative care, and case management performance
- Establishment of a collaboration mechanism among NCDA, MIGEPROF, and partners on M&E issues and facilitation of institutionalizing responsibilities for cooperation practices into normative internal processes aimed at regulating collaboration, modalities, frequency of meetings, and feedback
- Digitizing the D4I training courses, uploaded onto the NCDA e-learning platform for easy use by any new employee

M&E Capacity Strengthening Plan

Capacity area	Recommendations from June 2021 M&E capacity assessment	Action/response	Category	Resources	Responsibility	Output	Timeline
M&E Planning	**Recommendation #1** **Review existing M&E practices** and draft a comprehensive child protection monitoring and evaluation framework in accordance with the new National Monitoring, Evaluation and Learning Guidelines.	1. Support on indicator mapping, identify and build consensus on core indicators 2. Review the CP data flow process 3. Workshop to validate developed CP&M&E framework for use to guide in M&E processes for the sector	Organization Internal Organization	D4I	D4I	• Standardized indicators for CP • NCDA data flow map • CP M&E framework in place	Jan. 2022 Feb. 2022 March 2022
M&E Structures and Human Resources	**Recommendation #5** **Strengthen CPMIS technical working group** composed of all institutions/stakeholders in child protection to continue to co-support the next steps toward an integrated CPMIS.	1. Check functionality of the technical working group using a Governance Framework Maturity tool 2. Participate in the child protection sub-cluster meetings	Organization Individual	D4I	NCDA/D4I	• Governance maturity situation/report • Instances of data use in stakeholder forums • Brief on actions taken by child protection sub-cluster	May 2022 Aug. 2022 June 2022
M&E Processes and Procedures	**Recommendation #4** **Review data quality assurance mechanisms** and data review practices. This will include putting in place guidelines for data quality trainings, institutionalized review meetings, and supportive supervision in NCDA.	1. Develop SOPs for data quality assurance, data review SOPs, and support supervision guidelines 2. Adopt M&E fundamentals training materials for use (data management, data quality, data analysis and use) 3. Conduct a training on M&E fundamentals for TOTs (M&E team at NCDA)	Organization	D4I	D4I	• SOPs developed • M&E materials adopted • NCDA TOTs	Jan. 2022 Feb. 2022 April 2022
Data and Information Management	**Recommendation #2** **Support progress toward creating a comprehensive electronic system** that can support general case management and follow-up and, in turn, support ICRP M&E framework data requirements.	1. Stakeholder forum, dissemination of assessment findings 2. Enhancement of CPMIS instance in the ICD MIS 3. Framework for enhancement and development of a digital case management information system (CMIS)	Inter-institutional Organization Organization	D4I	D4I	• Meeting notes for the stakeholder dissemination • Roadmap for enhancing CPMIS module in DHIS2 • CPIMS instance in DHIS2 • CMIS development framework	Nov. 2021 Jan. 2022 March 2022 June 2022

M&E Capacity Strengthening Plan

Capacity area	Recommendations from June 2021 M&E capacity assessment	Action/response	Category	Resources	Responsibility	Output	Timeline
Data Quality Assurance	**Recommendation #3** **Conduct technical training on data collection, management, and use.** a. Conduct M&E technical training for all staff to increase the number of M&E champions and help the M&E unit fully execute its mandate. b. Provide ongoing mentorship and support to the M&E staff in NCD to strengthen their capacity on data management and use.	1. Conduct M&E fundamentals training for the estimated 60 CP&WOs: should include data management, data quality, data analysis and use 2. Provide mentorship to M&E staff in NCDA in data management and use	Individual Individual	D4I	D4I	• Training plan for NCDA • Number of staff trained on M&E fundamentals	March 2022 May–Aug. 2022
Data Analysis, Dissemination and Use		3. Conduct data review sessions for NCDA at national and select districts 4. Provide technical assistance to NCDA to conduct routine data review meetings using standard guidelines and factsheets produced	Organization Organization	D4I	D4I	• Increased forums for discussing CP data • Improved use of CP and alternative care data (instances)	May–Sept. 2022 May–Dec. 2022

For more information

D4I supports countries to realize the power of data as actionable evidence that can improve programs, policies, and—ultimately—health outcomes. We strengthen the technical and organizational capacity of local partners to collect, analyze, and use data to support their sustainable development. For more information, visit https://www.data4impactproject.org/