

**Management Training and Economics Education Project for Central
and Eastern Europe
Project No. 180-0029**

**Monitoring and Evaluation Contract
Contract No. DHR-0029-C-00-5059-00**

MONTHLY PROGRESS REPORT - NOVEMBER 1995

28 December 1995

Submitted to:

Office of Human Resources (ENI/HR/TE)
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A. INTRODUCTION

The Management Training and Economics Education Project (MTEEP) is based on using institution-to-institution linkages to undertake short term, high impact training while simultaneously upgrading Central European institutions for long term economics education. The Project was initially approved in 1990, and is expected to continue through 30 June 1999. The purpose of this monitoring & evaluation contract is to provide technical assistance for formative monitoring and summative expert evaluation of MTEEP. Currently there are twelve active grants to U.S. universities working with partner institutions in nine Central and Eastern European countries which are covered by these services. The contract was signed in July 1995. This is the fourth monthly report of activities.

B. OVERALL ACTIVITY STATUS

Twenty-five to thirty people participated in the November 6-7 Project Directors' Meeting held in Washington DC. The agenda included a discussion of the status and potential impact of reengineering at USAID on the MTEEP project by Dr. Carolyn Coleman, USAID/ENI/HR/TE; roles and responsibilities of the major stakeholders in MTEEP by a panel from USAID, MTEEP M&E contractor, and MTEEP grantees, an introduction to and discussion of the proposed monitoring and evaluation system for MTEEP, an overview of the Participant Training Management System (PTMS) with a focus on information relevant to MTEEP evaluation needs that could be captured by PTMS, and a brief review of the status of each grantee's project. Conference proceedings are currently being prepared.

Based upon inputs for modifications on both proposed indicators and tools for collecting data received from Project Directors, the M&E methodology was revised and draft questionnaires finalized for piloting during the upcoming monitoring site visits. Among the documents in final draft form are: Suggested Guidelines for Quarterly Reports, Project Director's Evaluation of Partner Institution, Partner Institution's Evaluation of USAID Funded Program, Local Faculty Evaluation of USAID Funded Program, Participant's Evaluation of USAID Funded Program, Past Participant's Evaluation of USAID Funded Program, and Worksheet for Quantitative Data.

Country clearances were received from all USAID missions for the monitoring site visits taking place in November and December. A team planning meeting was held with one team, and site visits started on November 25 for the Czech Republic and Poland, and November 26 for Hungary. The planned visit to Slovakia was canceled because the University of Pittsburgh project there is still in its startup phase and because key staff with the project and USAID were to be unavailable. This trip will be rescheduled in the spring 1996.

Newsbrief #5/6 was issued as a joint publication because the Project Directors' Meeting in November and the site visits in December are providing for direct interchange of information.

The October monthly reports were submitted.

C. GRANTEE UPDATES

Because the Project Directors' Meeting provided USAID/Washington and Project Directors first hand information on the status of each project, this month's activity report does not contain a summary of the information presented.

D. PROBLEMS ENCOUNTERED/ACTIONS TAKEN

In general, all is moving smoothly. The several day shut-down of USAID as part of the budget crisis slowed down communications during that period.

E. CONCLUSIONS/RECOMMENDATIONS

Activities remain on schedule.

F. PLANS FOR DECEMBER, 1995

- Monitoring site visits completed; debriefings in Washington D.C.
- Project Directors' Meeting Proceedings distributed
- Newsbriefs #7, #8 distributed
- Draft site visit reports completed
- November monthly progress/financial reports completed