



**Sustainable Water
Integrated Management (SWIM) -
Support Mechanism**



Project funded by
the European Union

Water is too precious to waste

Water Governance at the Local Level - 2014 Activities: Test the Applicability of the M&E System to monitor and evaluate PIM/IMT process in two pilot countries

**4th SWIM Steering Committee Meeting
Barcelona, 15 December 2014**

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Background

PC's request in 2012 → M&E system to monitor and evaluate PIM/IMT process

Objectives of the system

- Enable monitoring the degree of political commitment towards the PIM/IMT process,
- Provide the basis for evaluating government interventions to establish and support WUAs
- Assess the level of progress of WUAs and their institutional, financial and technical performance
- Assess the results/impacts of the WUAs establishment

Objectives of 2014 Activities

- Convert the system into an IT application and customize it to suit the national and local conditions in 2 pilot countries.
- enable national, regional and WUAs in the pilot areas to examine the applicability of the M&E system
- document the approach and lessons learnt during implementation for potential replication

Implemented Activities 1/2

1. Kickoff meetings with the National representatives to
 - ✓ familiarise them with the system,
 - ✓ agree on the implementation approach
 - ✓ select the pilot areas,
 - ✓ identify stakeholders and focal points
 - ✓ define roles and responsibilities.
2. Focused meetings with the stakeholders:
 - ✓ select the indicators that match the national context & the local conditions
 - ✓ Review scoring criteria
 - ✓ identify data flows and availability.
3. Preparation of TOR for the system developer and subcontracting implementation

Implemented Activities 2/2

4. Design & programming of MONEVA, and preparation of users' manual.
5. System Customisation based on local specificities.
6. Application of the system in 2 pilot countries (N,R,L).
7. Conduct in each pilot country self-evaluation workshop to:
 - ✓ Analyse M&E results,
 - ✓ Identify actions to improve PIM/IMT at all levels
 - ✓ Recommend system refinement
 - ✓ Draw lessons learnt
8. Modify the M&E system application to account for the Pilot experience
9. Conduct regional meeting to
 - ✓ present the system to the PCs & relevant organisations
 - ✓ Disseminate lessons learnt
 - ✓ Recommend actions for increased visibility, replication & sustainability

LESSONS LEARNT - Part 1: From the development of the M&E system.

Regional Coverage

Constraint

- Initially M&E system emphasis was at the national and local level
- The regional level was equally important - information is more detailed at this level.

Action Taken/**needed**

- Applied at the regional level a no. of indicators similar to those used at the national level → increase in total no. of indicators adding complexity

Use of the system at any time of the PIM/IMT process

Constraint

- **Need to adapt the system to diverse situations of PIM/IMT process (from countries that have started PIM/IMT to those that have completed the process)**

Action Taken/**needed**

- **System adapted to enter cumulative information**
- **Definition of new indicators and different periods of application**

Innovative character of MONEVA

Constraint

- Learning difficulties amongst stakeholders

Action Taken/ or needed

- Intensive coaching of SWIM-SM consultants
- More training needed than actually planned
- The system should have a more interactive help

Language interface

- Many users speak only Arabic
- Development of the French interface appeared necessary in Maghreb

- Arabic interface developed
- Development of a French interface desirable

Evaluation reports & statistical info of indicators

Constraint

- The system generates too many evaluation reports.
- The statistical information about indicators are many and sending them to WUAs may not be practical

Action Taken/ or needed

- A more systematic file's classification is desirable to facilitate their retrieval
- Develop possibility for WUAs to access their indicators

Applicability of MONEVA to small WUAs

Constraint

- Applies well to large & medium scale irrigation systems but not suitable for small WUAs

Action Taken/ or needed

- Develop alternative that permits its application to small WUAs (incl. reduced No. of indicators and evaluation reports)

LESSONS LEARNT - Part 2. From the implementation process.

1. Kick off phase

- Sufficient time needed to familiarize partners with the new system
- Identification of appropriate internal champion within Irrigation Agency is essential
- Involvement of donors from the beginning is of high value

2. Selection of indicators

- The selection of indicators and related score should be done with the participation of the national, regional and local level.
- The focus meetings for the above were time consuming

3. System installation

- **Ensuring continuous training and providing regular support, to reduce learning difficulties**
- **Data collection required much more efforts than planned. → Replication should consider:**
 - **Customizing modules C,D to ensure effective use of the system**
 - **Developing data collection forms**
 - **Establishing procedures for computing the indicators**
 - **Developing adequate data collection, exchange and processing procedures**

The above should contribute to institutionalize the use of MONEVA in the WUAS and Irrigation Agency

4. Conducting self evaluation workshops

- **Replications may consider committing decision makers to adopt the proposed actions emanating from the self evaluation**
- **The role of the WUA as an active partner in self-assessment is essential to ensure that the WUAs are key players - not just providers of data.**
- **Self evaluation workshop are conducive to the promotion of communication between the government and the WUAs.**

Implications of the lessons learnt on the M&E system

Description	Priority
<ul style="list-style-type: none"> • Refinements emanating from the pilot implementation 	High
<ul style="list-style-type: none"> • Enhance interactivity of the system 	High
<ul style="list-style-type: none"> • On line documentation Option 1: Integrate the online version of the documentation into the system including "find" functionality 	High
<ul style="list-style-type: none"> • Develop French interface 	High
<ul style="list-style-type: none"> • Create professional tutorial video 	High
<ul style="list-style-type: none"> • On line documentation Option 2: Integrate a help system , with the documentation embedded into the program to display the required information depending on the user's position (context) in the application. 	Medium
<ul style="list-style-type: none"> • Customisation of MONEVAS for small WUAs 	Medium
<ul style="list-style-type: none"> • Migration of the data in the existing M&E system in Tunisia with the MONEVA System 	Low

Thank you
for your attention

Merci pour
votre attention



*For additional information - see implementation report on www.swim-sm.eu
contact:*

SWIM-SUPPORT MECHANISM: info@swim-sm.eu

OPTIONAL
OVERVIEW OF THE MONEVA
SYSTEM

MONEVA Settings

PIM/IMT
important dates

Currency

Scoring criteria

User & Passwords

Regional office
registry

Local office
registry

Applicable
Indicator

Send updated
settings to
regional offices

PIM/IMT important dates: These include the following:

- The year in which the PIM/IMT process was started,
- The expected duration of the PIM/IMT program,
- The reference year (i.e. the year when M&E started and up to which cumulative data for certain indicators need to be entered),
- The number of years for which the PIM/IMT program is expected to be extended, and
- The date of the last update of the time setting

Welcome and Login

MONEVA SYSTEM MAIN MENU



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CIHEAM
IAM Bari

MONEVA System
*MONitoring and EVALuation
System*

Actual logging:
[Redacted]
Security Level [Redacted] Language [Redacted]
[Redacted] EN

Welcome and Login | General Settings | Monitoring | Evaluation | Reporting | Utility and Tools | QUIT

Welcome

Login



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**M&E System Application to monitor & evaluate the Participatory Irrigation
Management (PIM) and Irrigation Management Transfer (IMT) Process**

Activity implemented in collaboration with CIHEAM/IAM Bari



MONEVA Settings

PIM/IMT
important dates

Currency

Scoring criteria

User & Passwords

Regional office
registry

Local office
registry

Applicable
Indicator

Send updated
settings to
regional offices

The currency setting establishes the exchange rate of the US\$ with the local currency. Used in some indicators where the scoring criteria is based on values set in US\$ and where conversion from local currency to US dollars are needed.

The scoring criteria:

- Permits the National Administrator to change the scoring criteria for any indicator to reflect the local experience of the country.
- Allows changing the period setting; (the number of years after which the scoring criteria for an indicator might vary).

MONEVA Settings - Example of the scoring criteria for an indicator

Welcome & Login **General Settings** Monitoring Evaluation Reporting Utility & Tools QUIT

- PIM/IMT important dates
- Currency
- Scoring criteria**
- User & Passwords
- Regional office registry
- Local office registry
- Applicable Indicator
- Send updated settings to regional offices

Indicator or Variable CODE: **M03020R**

Unit: %

PERIOD SETTING (years) Type:

Navigation menu

6 of 195

Modify

DEFINITION

Percentage of the annual budget allocated by the irrigation agency for the PIM/IMT programme last year with respect to the budget of two years ago

First period	SCORE = 2	>=	▼	<u>100</u>	and	>=	▼	<u>100</u>
	SCORE = 1	>=	▼	<u>90</u>		<	▼	<u>100</u>
	SCORE = 0	<	▼	<u>90</u>		>=	▼	<u>100</u>
Second period	SCORE = 2	>=	▼	<u>100</u>	and	>=	▼	<u>100</u>
	SCORE = 1	>=	▼	<u>90</u>		<	▼	<u>100</u>
	SCORE = 0	<	▼	<u>90</u>		>=	▼	<u>100</u>

MONEVA Settings

PIM/IMT
important dates

Currency

Scoring criteria

User & Passwords

Regional office
registry

Local office
registry

Applicable
Indicator

Send updated
settings to
regional offices

User & passwords: With this sub-menu, the Administrators can define the passwords of the different users at the national and regional levels.

Regional office registry: This is a registry of the Regional Offices that are/will be involved in the PIM/IMT and the M&E.

For each office, a unique code is defined and some other specific data **Local office registry** of the WUAs that will participate in the M&E system

MONEVA Settings

PIM/IMT
important dates

Currency

Scoring criteria

User & Passwords

Regional office
registry

Local office
registry

Applicable
Indicator

Send updated
settings to
regional offices

Applicable Indicators: This is where all the indicators of the system are presented and the National Administrator can select those indicators that are considered more appropriate or applicable to his/her country

MONEVA Settings - Example of the screen where indicators can be selected or deselected

Field settings

Active Not Active

Active	Scored	CODE	Freq	Type	AggrLevel	AggrType	Unit
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A01010	12	IL	No aggreg	No Aggreg	adimensional
<input type="checkbox"/>	<input type="checkbox"/>	A02010N	36	IL	No aggreg	No Aggreg	adimensional
<input type="checkbox"/>	<input type="checkbox"/>	A02010R	36	IL	Nat	Count	adimensional
<input type="checkbox"/>	<input type="checkbox"/>	A02020N	12	IQ	No aggreg	No Aggreg	adimensional
<input type="checkbox"/>	<input type="checkbox"/>	A02020R	12	IQ	Nat	Count	adimensional
<input type="checkbox"/>	<input type="checkbox"/>	A02030N	36	IL	No aggreg	No Aggreg	adimensional

Both de-activation and de-scoring can be reversed

The system's setting can only be changed by the National Administrator, in order to ensure that at any time, users of the system utilize the same settings nation-wide

Once completed the settings are sent to the regional offices

Entry of Monitoring data (National & Regional Levels)



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CIHEAM
IAM Bari

MONEVAS
*MONitoring & EVAluation
System*

Actual logging:

NatAdm

Security Level

National Admin

Welcome & Login

General Settings

Monitoring

Evaluation

Reporting

Utility & Tools

QUIT

National
(12 months step
starting Ry)

National
(36 months step
starting Ry)

National
(once at ME start;
cumulative up to
Ry-1)

Regional
(12 months step
starting Ry)

Regional
(36 months step
starting Ry)

Regional
(once at ME start;
cumulative up to
Ry-1)

Entry of data at the national, regional and local level is structured around 3 frequencies:

- Data collected every year – Adequate for highly variable indicators
- Data collected every 3 years: Relevant for Indicators which change less frequently
- Permanent information/cumulative historical data: Collected only once in the life of the PIM/IMT process .

Entry of Monitoring data (Local Level)

Current data Page 1 / 13



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System

Local office - Monitoring module, 12 months frequency

Please enter the following

the unique WUA CODE

WUA CODE

the year relative to the data you are entering

DATE

Please answer the following questions

Actual registered number of farmers in the Association

C02011 no. of people

Total number of farmers within the equipped area (including those that are not members of the association). In the case where WUA's membership is voluntary (Ex: Jordan), there are farmers within the equipped area that are not registered in the association. For the non-members, it is suggested to use the simple criteria that each farm corresponds to one farmer, although it may not be exact when the farm is the legal property of several persons.

Note: Sometimes, when the water is abundant, the WUAs provide water to farmers outside the system on annual bases contracts. These farmers are not part of the WUA and therefore should not be considered in this indicator

C02012 no. of people

Number of General Assembly Meetings held in last year

C02020 no. of meetings

Number of registered farmers, that attended the last general assembly. In medium and large WUAs the registered farmers elect delegates to represent them at the General Assembly. Normally groups of 50-100 farmers elect one delegate. Therefore if the General assembly is attended by Delegates they must be converted into number of registered farmers taking into account the number of farmers that each one represents.

C02031 no. of people

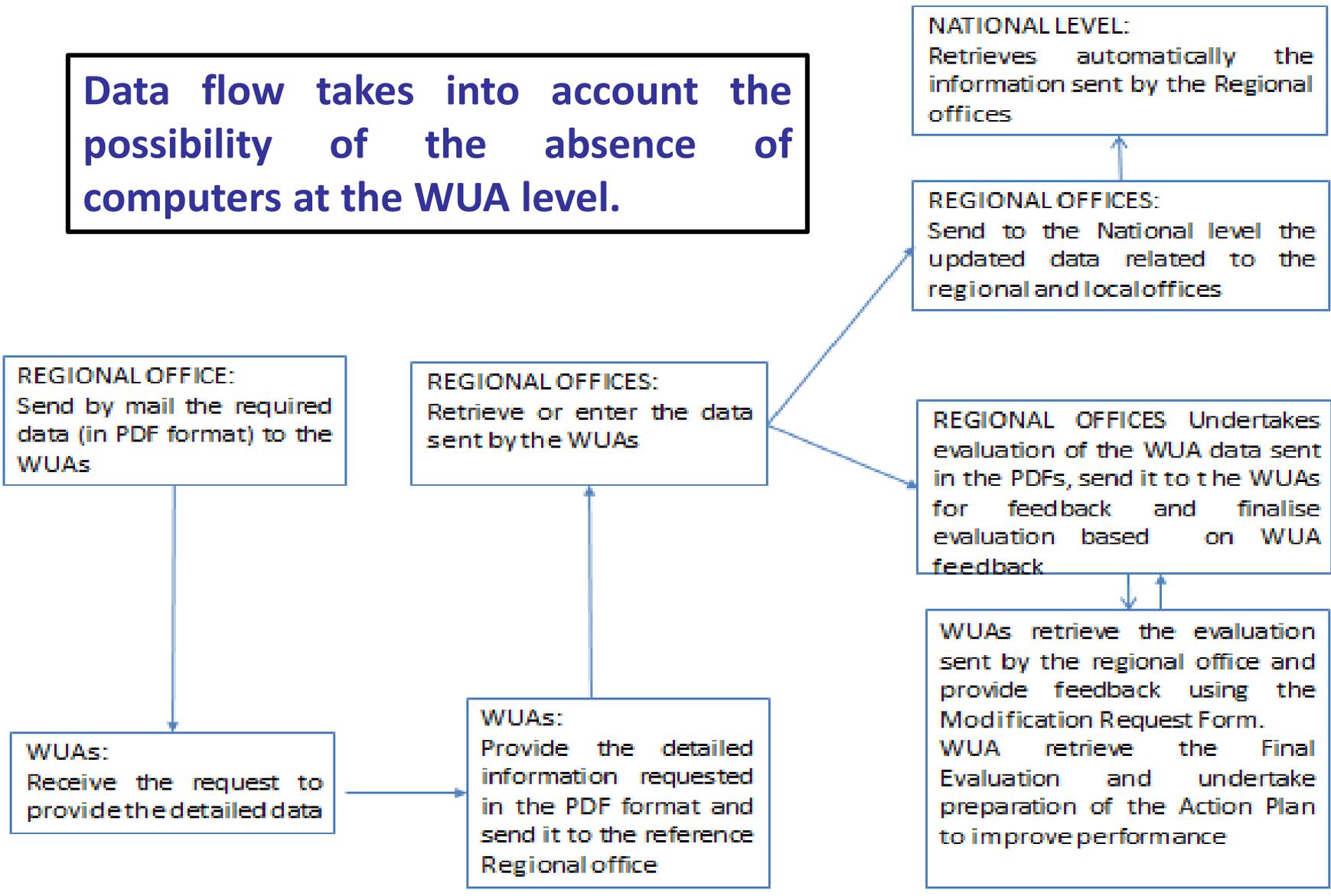
Number of meetings held by the Administrative Council during last year (January-December)

WUAs fill the monitoring data in:

- 1) PDF forms (which generates a document that can be transmitted to the regional office), or
- 2) manually; on a printed version of the PDF forms (in the absence of a computer)

Data Flow Among the different levels

Data flow takes into account the possibility of the absence of computers at the WUA level.



Evaluation



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MONEVAS
MONitoring & EVALuation
System

NatAdm
Security Level
National Admin

- Welcome & Login
- General Settings
- Monitoring
- Evaluation**
- Reporting
- Utility & Tools
- QUIT

A.1 	B.1n 	B.6n 	C.1 not available	C.6 not available	D.1 not available	D.6 not available
A.2 	B.2n 	B.7n 	C.2 not available	C.7 not available	D.2 not available	D.7 not available
A.3 	B.3n 	B.8n 	C.3 not available	C.8 not available	D.3 not available	D.8 not available
A.4 	B.4n 	B.9n 	C.4 not available	C.9 not available	D.4 not available	D.9 not available
A.5 	B.5n 		C.5 not available	C.10 not available	D.5 not available	

- National Evaluation per OUTCOME (12/36 months steps)
- National Evaluation per OUTCOME (once at the end of PIM/IMT life)
- Regional Evaluation per OUTCOME (12/36 months steps)
- Regional Evaluation per OUTCOME (once at the end of PIM/IMT life)

The user selects the outcome(s) for which the evaluation for a given year is desired.

The system produces a form with the evaluation results of all the related outputs and indicators

Example of the evaluation form for a specific outcome & output

B0201 - Awareness needs assessment to increase farmers awareness of PIM/IMT was carried out							4/4 = 100%	18/18 = 100%	
B02010		Y		N	Y	2			This indicator assesses if the number of farmers to be reached was identified .
(Adimensional) - No. of farmers to be reached by the awareness campaigns have been identified									
B02020		Y		N	Y	2	The indicator checks if an strategy for the communication with the farmers and their sensitization was prepared before the process of communication was started .		
(Adimensional) - Sensitization approach elaborated									
B0202 - Information and communication materials are produced and available							2/2 = 100%		
B02030		Y		N	Y	2			This indicator checks if the material for the awareness campaigns was produced .
(Adimensional) - Material for the awareness campaings has been produced (videos, presentations, radio programs)									
B0203 - Awareness campaigns were carried out							2/2 = 100%		
N02040			>= 90						This indicator assesses if the awareness campaigns were carried out as planned during the awareness campaigns program.
(%) - Percentage of the number of awareness campaigns carried out those planned during last year									
B0204 - Targeted Water users							6/6 = 100%	18/18 = 100%	
B02050		Y		N	Y	2			The awareness campaigns must clearly identify the responsibilities of the users and the irrigation agency in the PIM/IMT process and this indicator verifies if this was the case
(Adimensional) - Roles and responsibilities of users specified as needed									
N02060			>= 90	>= 70 and <90	< 70	116	2	This indicator focuses in assessing if the total targeted water users were contacted as planned during the awareness campaigns .	
(%) - Percentage of farmers who participated in awareness events with respect to the total of targeted farmers during the last year									
B02070		Y		N	Y	2	Water users must be involved in the PIM/IMT Program and this indicator checks if it was the case		
(Adimensional) - Water Users involved in preparation of the PIM/IMT program									
B0205 - Effectiveness and impact of approaches and materials assessed and improvements introduced.							4/4 = 100%		
B02080		Y		N	Y	2			The indicator checks if the mid-terms reviews of the communication tools and messages used in the PIM/IMT awareness campaigns were carried out
(Adimensional) - Mid- terms reviews to assess relevance and effectiveness of approaches and materials used in the implementation of the PIM/IMT program have been carried out.									
B02090		Y		N	Y	2	The indicator checks if improvements in the materials and methods used in the campaigns were made "after" the mid-terms reviews of the communication tools and messages used in the PIM/IMT awareness campaigns		
(Adimensional) - Approaches and materials used in the implementation of the PIM/IMT program have been modified based on the mid term reviews.									

The generation of annual evaluation reports → First level reporting

Reporting

Welcome & Login | General Settings | Monitoring | Evaluation | **Reporting** | Utility & Tools | QUIT

Indicators'
graphics

Various

Monitoring data
exporting
PDF or XLS

Statistical
calculation on
aggregated data

Indicators' Graphics:

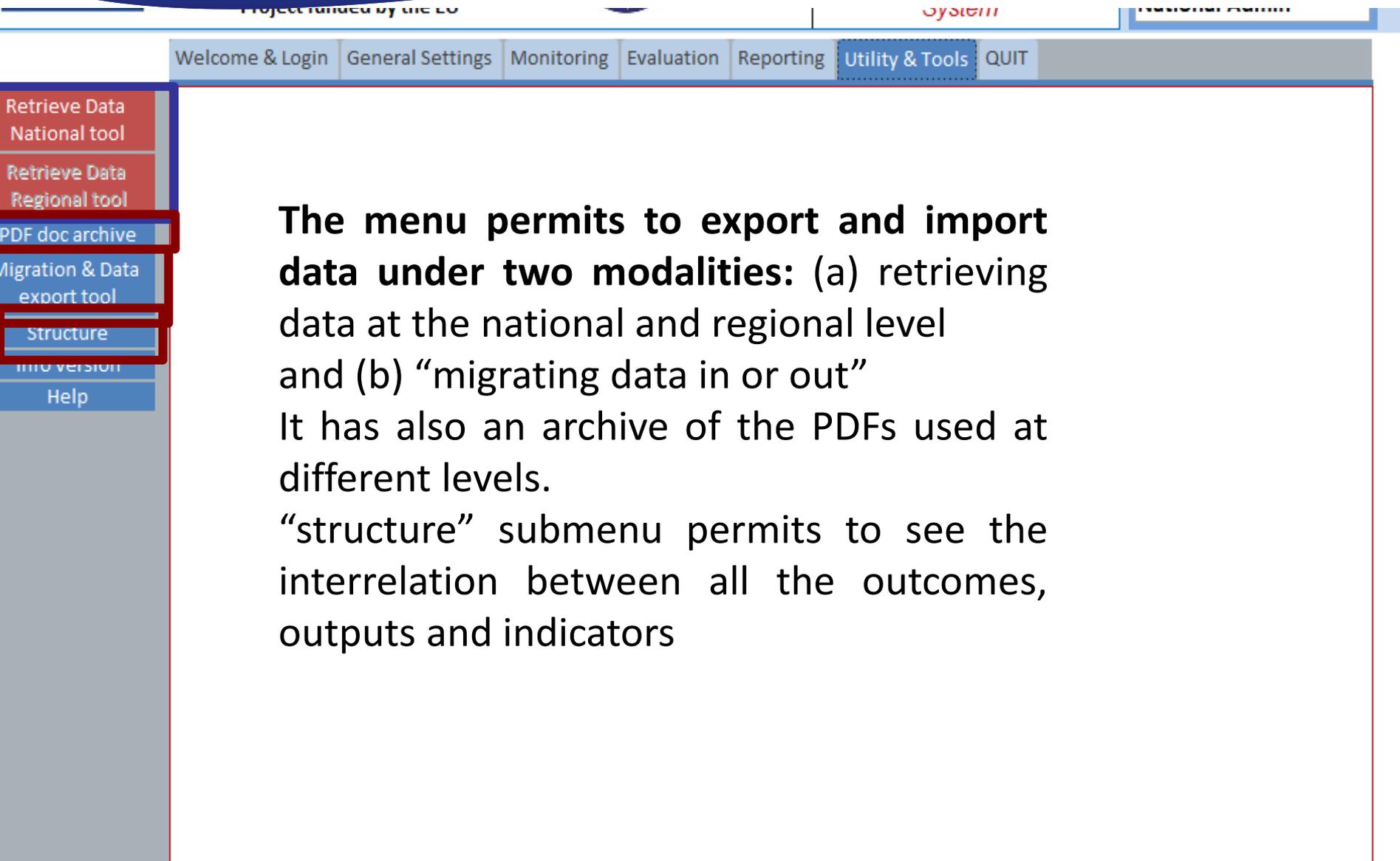
Provides graphical information about some of the numerical indicators. Particularly useful to depict historical trends in the evolvement of indicators

Statistical Calculations

on aggregated data:

Provides statistical information (maximum, minimum, average) for the numerical indicators.

Utility and Tools



The screenshot shows a software interface with a top navigation bar containing the following items: 'Project funded by the EU', 'system', and 'National Admin'. Below this is a secondary navigation bar with tabs: 'Welcome & Login', 'General Settings', 'Monitoring', 'Evaluation', 'Reporting', 'Utility & Tools' (which is highlighted with a red dashed border), and 'QUIT'. On the left side, a vertical menu is open, listing the following options: 'Retrieve Data National tool', 'Retrieve Data Regional tool', 'PDF doc archive', 'Migration & Data export tool', 'Structure', 'Info version', and 'Help'. The 'Structure' option is highlighted with a red solid border.

The menu permits to export and import data under two modalities: (a) retrieving data at the national and regional level and (b) “migrating data in or out”

It has also an archive of the PDFs used at different levels.

“structure” submenu permits to see the interrelation between all the outcomes, outputs and indicators

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