

# **GOVERNMENT OF GHANA**



**MINISTRY OF LOCAL GOVERNMENT RURAL  
DEVELOPMENT AND ENVIRONMENT**

**DISTRICT MONITORING AND EVALUATION  
PLAN UNDER THE GHANA SHARED GROWTH  
AND DEVELOPMENT AGENDA (GSGDA),  
2010-2013**

**PREPARED BY:  
AMANSIE CENTRAL DISTRICT ASSEMBLY**

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## ACRONYMS

AGA	-	AngloGold Ashanti
AIDS	-	Acquire Immune Deficiency Syndrome
BECE	-	Basic Education Certificate Examination
CBO	-	Community Based Organization
CBRDP	-	Community Based Rural Development Project
CBHSV	-	Community Based Health Surveillance Volunteers
DDHS	-	District Director of Health Service
CHPS	-	Community Health and Planning Services
CWSA	-	Community Water and Sanitation Agency
DA	-	District Assembly
DACF	-	District Assembly Common Fund
DADU	-	District Agriculture Development Unit
DFID	-	Department for International Development
DHD	-	District Health Directorate
DHMT	-	District Health Management Team
DHS	-	District Health Services
DISEC	-	District Security Committee
DFR	-	Department of Feeder Road
DMHIS	-	District Mutual Health Insurance Scheme
DMTDP	-	District Medium Term Development Plan
DPCU	-	District Planning Coordinating Unit
DSWA	-	District Social Welfare Agency
DWST	-	District Water & Sanitation Team
ECG	-	Electricity Company of Ghana
EPA	-	Environmental Protection Agency
FBO	-	Farmer Based Organization
FM	-	Frequency Modulation
GES	-	Ghana Education Service
GETFUND	-	Ghana Education Trust Fund
GHS	-	Ghana Health Service
GOG	-	Government of Ghana
GPRS I & II	-	Growth and Poverty Reduction Strategy I&II
GPS	-	Ghana Police Service
GSGDA	-	Ghana Shared Growth and Development Agenda
HIPC	-	Highly Indebted Poor Countries
HIV	-	Human Immune Virus

ICCES	-	Integrated Community for Employable Skills
IGF	-	Internally Generated Fund
JHS	-	Junior High School
KfW	-	Kreditanstalt für Wiederaufbau
KG	-	Kindergarten
KVIP	-	Kumasi Ventilated Improved Pit
MDG	-	Millennium Development Goal
MDA	-	Ministries, Departments, Agencies
MLGRD&E	-	Ministry of Local Government, Rural Development & Environment
MOFA	-	Ministry of Food and Agriculture
MOH	-	Ministry of Health
M&E	-	Monitoring and Evaluation
MTDPF	-	Medium Term Development Policy Framework
MY&Y	-	Ministry of Youth and Employment
NDPC	-	National Development Planning Commission
NGO	-	Non-Governmental Organization
NHIS	-	National Health Insurance Scheme
PTR	-	Pupils Teacher Ratio
RCC	-	Regional Coordinating Council
RPCU	-	Regional Planning Coordinating Unit
SHS	-	Senior High School
T&AC	-	Town and Area Council
TBA	-	Traditional Birth Attendants
WATSAN	-	Water and Sanitation Committee

# **CHAPTER ONE**

## **GENERAL INTRODUCTION**

### **1.1 INTRODUCTION**

The District Assembly, with the aim of carrying out development programmes and projects that seek to secure better livelihoods and alleviate poverty in the district, prepared a 4-year Development Plan (2010 – 2013) under the Ghana Shared Growth and Development Agenda. To ensure the smooth implementation of the plan and efficiently track progress of programmes and projects, there is the need for a Monitoring and Evaluation Plan to help guide the plan along the identified critical path. The Plan will also help to identify achievements, failures and constraints to achieve desirable impact

### **1.2 GOAL AND OBJECTIVES OF THE DMTDP**

The broad development focus of the Amansie Central District Assembly within the Medium Term Development Policy Framework (MTDPF) 2010 - 2013 is to ensure the right to basic social services such as quality health care and education, safe drinking water and sanitation, security and the promotion of modernized agriculture for accelerated development.

The goal of the Amansie Central District Assembly was identified within the framework of the Medium Term Development Framework (MTDF). The development focus is based on resources within the priorities and prospects for growth which are;

1. Ensuring and sustaining macroeconomic stability;
2. Enhanced competitiveness of Ghana's private sector;
3. Accelerated agricultural modernization and natural resource management;
4. Oil and gas development;
5. Infrastructure and human settlements development;
6. Human development, employment and productivity; and
7. Transparent and accountable governance.

A number of sub-goals have therefore been formulated to help with the achievement of the broad goal of the district under the MTDF 2010-2013. These are summarized as follows;

1. To create an enabling environment for effective collaboration with the private sector
2. To improve sustainable agricultural production and productivity
3. To improve social services to enhance production
4. To improve the quality of human resource through equitable access to quality education, health care and economic resources.
5. To ensure effective operation of local government structures and efficient security

### 1.2.1 OBJECTIVES OF THE MEDIUM TERM DEVELOPMENT PLAN (2010 – 2013)

**Table 1: Objectives under Each Thematic Area**

<b>THEMATIC AREA</b>	<b>OBJECTIVES</b>
<b>Enhanced Competitiveness of Ghana's Private Sector</b>	<ul style="list-style-type: none"> <li>- Promote and create 200 productive employment opportunities for the youth by 2013.</li> <li>- Improve revenue generation from tourism sector by 2% by December 2013.</li> </ul>
<b>Accelerated Agricultural Modernization and Natural Resource Management</b>	<ul style="list-style-type: none"> <li>- Increase crops and live stock production from 45% in 2010 to 65% in 2013 through effective extension service by the year 2010.</li> <li>- Rehabilitation of 60% roads leading to food growing areas.</li> <li>- Establishment of two palm oil extraction industries by December 2013.</li> <li>- Ensure restoration of 40% degraded land by December 2013.</li> </ul>
<b>Infrastructure and Human Settlements Development</b>	<ul style="list-style-type: none"> <li>- Ensure increased access of households to reliable and adequate energy supply by December 2013.</li> <li>- Facilitate the operationalisation of a workable rural housing.</li> <li>- Improve environmental sanitation in the District by 2013</li> </ul>
<b>Human Development, Employment and Productivity</b>	<ul style="list-style-type: none"> <li>- Increase the number of trained teachers 20% by Dec. 2013.</li> <li>- Provide 20 new educational infrastructures to the basic schools and second cycle institutions by Dec. 2013.</li> <li>- Bridge gender gap in access to education.</li> <li>- Promote sports development.</li> <li>- Improve health infrastructure by 20% by 2013.</li> </ul>

	<ul style="list-style-type: none"> <li>- Reduce the incidence of HIV/AIDs</li> <li>- Reduce the incidence of malaria from 20% in 2009 to 15% in 2013.</li> <li>- Implement policies to offer protection for the vulnerable and excluded.</li> <li>- Promote income generating activities for the poor and vulnerable including women and food crop farmers by December, 2013</li> <li>- Reduce spatial and income inequalities in the district's development by 2013.</li> </ul>
<p><b>Transparent and Accountable Governance.</b></p>	<ul style="list-style-type: none"> <li>- Strengthen functional relationship between Assembly members and communities by 2013.</li> <li>- Strengthen District level planning and budgeting involving all stakeholders through a participatory process at all level by 2013.</li> <li>- Ensure transparency in fiscal management at the district and sub-district levels by 2013.</li> <li>- Empower women and mainstream gender into socio-economic development by 2013.</li> <li>- Enhance women's access to economic resources.</li> <li>- Improve facilities for the Police Service in the District to provide internal security for human safety and protection by 2013.</li> <li>- Improve data base for planning, budgeting and revenue mobilization by the year 2013.</li> <li>- Strengthen capacity of sub- district structures for local economic planning and development including employment generation.</li> </ul>

### 1.3 PURPOSE OF THE M & E PLAN

Since resources are limited, there is a growing demand in recent times for results-based M & E to promote public sector transparency and accountability. The implementation of such M & E Plan can ensure that services are continually improved through informed decision making and social learning, leading to social and economic development.

The district monitoring and evaluation plan is basically meant to institute an effective and efficient system for tracking the progress of programmes and projects



in the Amansie Central District. It will also generate timely report to the NDPC and other stakeholders through the Regional Planning Co-ordinating Unit (RPCU). The following are some of the reasons for the preparation of the M & E Plan.

- It will enable the Assembly to assess whether the DMTDP developmental targets are being met.
- It will facilitate the tracking of progress and effectiveness as well as identifying the bottlenecks associated with the implementation so that improvements can be made to the DMTDP and project designs to achieve better impact.
- Systematic monitoring & evaluation of DMTDP and reporting will show the extent of progress made towards the implementation of the MTDf.
- It will help to provide district authorities, the government, development partners, community project management teams and the general public with better means for learning from past experience.
- It will also help provide information for effective coordination of District development at the regional level.
- It will again help improve service delivery and influence allocation of resources in the District and demonstrate results as part of accountability and transparency to Ghanaians and other stake holders.
- It will help to determine the outstanding activities and their continued relevance to the District especially during a policy change of the Government.
- Lastly, it will ensure the reinforcement of ownership of the DMTDP and build M&E capacity within the District.

#### **1.4 IMPLEMENTATION STATUS OF THE DMTDP**

The District Medium Term Development Plan is a rolling plan in its second year of implementation (2010 – 2013). The programmes and projects include those which were not completely implemented in the course at the 2006 – 2009 Medium Term Plan.

On the whole 60% of the programmes and projects in the DMTDP have been completed while about 22% are on-going. The remaining 18% of the programmes and projects are yet to be awarded on contract. The assembly is ensuring that the Plan is fully implemented within the Plan period.

#### **The Sector Performance of 2006-2009 MTDP**

- Private Sector Competitiveness - 40%

- Human Resource Development - 65%
- Good Governance and Civic Responsibility - 60%
- 
- 

## **CHAPTER TWO**

### **MONITORING AND EVALUATION ACTIVITIES**

#### **2.0 INTRODUCTION**

Monitoring and Evaluation involves various synchronized activities aimed at achieving goals, objectives and targets. These activities include stakeholders' analysis, needs assessment, setting indicators and targets, collecting and analyzing data and reporting. Others are dissemination of reports, preparation of M&E budget and evaluating development projects and programmes. They are carried out in participatory, interactive and collaborative manner to ensure that most important views are covered.

This chapter gives steps or sequence of activities to document and measure the progress towards achievement of DMTDP goal and objectives in a structured way. It includes other component that will make it possible to understand the DMTDP context, reflect and learn lessons of project implementation.

#### **2.1 STAKEHOLDERS ANALYSIS**

Stakeholders Analysis is very essential if monitoring and evaluation of the DMTDP can succeed. Participation of Stakeholders will ensure that diverse shades of opinion and experience are reflected in the M&E process. It is therefore necessary to identify the various stakeholders and their respective needs and responsibilities.

**Table 2: M & E Stakeholders Analysis**

<b>NO.</b>	<b>STAKEHOLDER</b>	<b>INFORMATION NEEDS / RESPONSIBILITIES</b>
1.	NDPC	- Formulation, Monitoring, Evaluation and harmonization of District Plans.
2.	RCC	- Co-ordination, Monitoring, Evaluation and Harmonization of District Plans. - Build capacity of District Assembly members and staff

3.	DPCU	<ul style="list-style-type: none"> <li>- Assist in the preparation of District Plans</li> <li>- Monitor Evaluate programmes and projects of the District.</li> </ul>
4.	Local Communities (Chiefs, Queen-mothers, Area Council/Unit Committee Members CSOs and CBOs)	<ul style="list-style-type: none"> <li>- Assist in identification / Prioritization of Development needs.</li> <li>- Assist the District Assembly in monitoring and evaluation of development projects.</li> <li>- Demand accountability and support in data collection.</li> <li>- Contribute towards Capital Cost of projects</li> </ul>
5.	District Assembly / Assembly Members	<ul style="list-style-type: none"> <li>- Develop, Implement and Monitor development projects</li> <li>- Liaise with RPCU to agree on goals and targets</li> <li>- Collect and collate feedback from the sub-district levels for preparation of the district Annual Progress Reports.</li> <li>- Produce District Annual Progress Reports and make recommendations for policy</li> <li>- Assist in the administration of questionnaires and other district surveys and census.</li> </ul>
6.	Ministries /Departments /Agencies (MOFA, MOH, NCCE, GES, Police, Comm. Dev't, NIB, ADB, Ghana Commercial Bank, Odotobri Rural Bank etc.)	<ul style="list-style-type: none"> <li>- Implement government policies and programmes</li> <li>- Assist in the development of the District</li> </ul>
7.	Parliament / Members of Parliament	<ul style="list-style-type: none"> <li>- Brief the Assembly and the Constituents on government policies</li> <li>- Contribute to development projects and programmes</li> </ul>
8.	Political Parties	<ul style="list-style-type: none"> <li>- Evaluate performance of government</li> <li>- Dissemination of information on development projects and programmes</li> </ul>
9.	Development Partners KfW / World Bank	<ul style="list-style-type: none"> <li>- Monitor utilization of fund inflows</li> <li>- Support development projects financially</li> <li>- Build capacities in the district</li> </ul>

10	Researchers / Institutions (KNUST, CRI, SRI, Consultants)	- Provide expert advice on the implementation of development programme / project.
12.	Media <ul style="list-style-type: none"> <li>• Print media – Pioneer, Daily Graphic</li> <li>• FM Stations</li> </ul>	<ul style="list-style-type: none"> <li>- Helps in the dissemination of information to the people in the District.</li> <li>- Help in information dissemination and advocacy</li> <li>- Build capacities of local counterparts on participatory M&amp;E methods</li> </ul>
13.	CSOs, NGOs, ECWC, Catholic Relief Services, Beware of AIDS, Dwene wo Nkwa Ho, B <u>o</u> wo Nkwa Ho ban etc.	<ul style="list-style-type: none"> <li>- Demand accountability and transparency from District on development programme / project</li> <li>- Play advocacy role in the district</li> </ul>

## 2.2 M & E CONDITIONS & CAPACITIES

In order to ensure effective implementation of the DMTDP (2010-2013) there is the need to critically assess the capability of the district to develop and implement the Monitoring and Evaluation Plan. In table 2 below, the necessary M&E conditions, capacities and needs have been assessed and the appropriate means identified for the preparation and implementation of the M&E Plan.

**Table 3: Conditions & Capacity Needs Assessment**

NO.	ISSUES	CURRENT STATUS
1.	MTDP	<ul style="list-style-type: none"> <li>• There exist an approved DMTDP (2010-2013)</li> <li>• There are no constraints against the monitoring of MTDP implementation</li> <li>• Stakeholders of diverse background generally like to see increased development in all areas of the District.</li> </ul>
2.	Human Resource	<ul style="list-style-type: none"> <li>• Capacity and Human resource requirement include: skill development in M &amp; E, Data gathering, processing and analysis, since these are currently inadequate</li> <li>• Training requirements for DPCU include: <ol style="list-style-type: none"> <li>1. Monitoring &amp; Evaluation</li> <li>2. Conflict resolution</li> <li>3. Project management</li> <li>4. Team &amp; consensus building techniques</li> </ol> </li> </ul>

		<p>5. Facilitation skills</p> <p>6. Database management and other computer programmes</p> <ul style="list-style-type: none"> <li>• There is two (2) skilled DPCU core staff at post.</li> <li>• Areas which need technical support are; monitoring and evaluation, data management and computer applications</li> </ul>
3.	Logistics	<ul style="list-style-type: none"> <li>• There is no documentation center for the DPCU</li> <li>• The DPCU has no scanner, LCD projector, photocopier, Flip Chart stand, telephone, fax machine, Laptop Computer, Printer</li> </ul>
4.	Recommendation	<ul style="list-style-type: none"> <li>• Adequate provision of funds should be made in the Supplementary Budget for Monitoring and Evaluation Activities.</li> <li>• Schedule for release of funds should be prepared and followed.</li> <li>• A vehicle should be made available solely for the DPCUs' activities</li> <li>• The District Assembly should assist the DPCU to establish a documentation centre.</li> <li>• The Assembly should assist the DPCU to acquire a scanner, photocopier, LCD, Digital Camera, fax machine, Flip chart stand and laptop.</li> <li>• Stationery should be made available for Monitoring and Evaluation Activities.</li> <li>• The DPCU Secretariat should be connected to the internet.</li> <li>• Procure power generator to provide regular source of power supply.</li> <li>• Regular rehabilitation of roads to facilitate effective monitoring.</li> <li>• There is the need to train DPCU members in the following areas: <ul style="list-style-type: none"> <li>- Monitoring and Evaluation</li> <li>- Development Planning</li> <li>- Facilitation skills</li> <li>- Computer programmes for DPCU members</li> <li>- Team and consensus building techniques</li> <li>- Reporting/Report writing</li> <li>- Project management</li> </ul> </li> </ul>

## 2.2.1 CAPACITY INDEX

**Table 4: DPCU Capacity and Management Index**

<b>NO.</b>	<b>CAPACITY INDICATORS</b>	<b>SCORE = 1</b>	<b>SCORE = 5</b>	<b>SCORE = 10</b>
1.	Qualifications of Personnel	-	Most staff have the required education	-
2.	Staff compliment	-	-	All positions in the DPCU positions are filled
3.	Skills & knowledge	-	Some staff have requisite M & E skills and knowledge	-
4.	Availability of funds	-	Funds available to meet basic costs, but will not allow DPCU to carry out all activities in the M & E plan	-
5	Utilization of funds	-	-	Resources are spent as budgeted in accordance with DMTDP.
6.	Timely access to funds	-	Funds released 6 months behind schedule	-
7.	Leadership	-	-	Leadership is dynamic and motivates the DA staff and members to work together for long term development
8.	Management			There is a full complement of management

		-	-	and technically skilled to handle all functions
9.	Workload	-	Workload forces staff to work overtime to complete planning and M&E functions	-
10.	Motivation/Incentives	-	Some central government motivation/incentives are accessible (training maternity leave, overtime payment, etc)	-
11.	Equipment/Facilities	Office space, furniture and other facilities are woefully inadequate	-	-
	<b>TOTAL SCORE</b>	<b>5</b>	<b>30</b>	<b>40</b>

The scores are indication that there is not enough office space and logistical capacity of the DPCU. However, there is enough human resource capacity to implement the activities of the DMTDP. Therefore the human resource needs to be given the necessary motivation and capacity building training to further enhance their skills.

## **2.3 MONITORING AND EVALUATION INDICATORS AND TARGETS**

This section deals with the M&E indicators and Targets that are achievable and directly related to the MTDP goals and objectives. The indicators are needed for measuring progress whilst targets are the sign post that will lead the District to the stated goals and objectives.

The table below shows the indicators which have been (categorised by the MTRF 2010-2013 Thematic Areas), National Baseline (2010) National Target (2013), District baseline (2010) and District Targets (2013).



**Table 5: Indicators and Targets of the Monitoring and Evaluation Plan**

<b>NO.</b>	<b>INDICATOR (Categorized by thematic Areas)</b>	<b>TYPE</b>	<b>NATIONAL BASELINE (2010)</b>	<b>NATIONAL TARGET (2013)</b>	<b>ASSEMBLY BASELINE (2010)</b>	<b>ASSEMBLY TARGET (2013)</b>
<b>A</b>	<b>Infrastructure and human settlements development</b>					
	Percentage (%) of Rural population with sustainable access to safe water source	Output	57%	60%	82%	84%
	Percentage (%) of population with access to improved sanitation (flush Toilet, KVIP, House hold latrine)	Output	-	-	60%	65%
	Road Sector (Highways) Length of roads rehabilitated /upgraded (increased from 35% to over 40% (highways) ➤ Major tarred roads in km ➤ Feeder roads: Spot improvement Rehabilitation Surfacing Reshaping	Output “ “ “ “	12,127 17,117 - - - -	13,260 26,913 - - - -	- - - -	25 15 30 20
	Percentage (%) change in number of households with access to electricity	Output	1,313,825	Increased by 12%	20.4%	60%
	Tendency/Penetration Rate	Output	15% Fixed line 1.7%	30%	20% -	40% -

			Mobile 13.3%		70%	100%
<b>B</b>	<b>Accelerated agricultural modernization and natural resource management</b>					
	(a) Percentage (%) increase in the yield of food crops and livestock:					
	➤ Maize	Output	0.35	0.52	0.38	0.52
	➤ Cassava	“	0.52	0.76	0.71	0.76
	➤ Cocoyam	“	-	-	0.33	0.50
	➤ Plantain	“	0.05	-0.14	0.24	0.30
	➤ Sheep	“	-	-	7,931	10,000
	➤ Goat	“	-	-	11,931	15,000
	➤ Cattle	“	-	-	791	11,000
	(b) Number of farmers supported with credit (financial and input)	Input	-	-	-	<b>34</b>
	(c) Number of new farmers using improved technologies	Input	-	-	10,230	12,000
	(d) Number of farmers in all year round vegetable production	Impact	-	-	18,600	<b>25,000</b>
	Hectares of degraded forest, mining dry and wet lands rehabilitated/restored Forest	Output	1000ha	20,000 ha	-	-
<b>C</b>	<b>Enhanced competitiveness of Ghana's private sector</b>					
	Increase in patronage of tourism facilities by 10%	Outcome	10%	14%	0%	2%
	% increase in industrial output in the district\	Output	-	-	0.6%	0.8

<b>D</b>	<b>Human development, employment and productivity</b>					
	(a) Gross Enrolment Rate (GER)					
	➤ Pre-school	Output	-	-	89.2%	92%
	➤ Primary	Output	87.50%	99.00%	68.7%	80%
	➤ Junior High School	Output	72.80%	86.60%	56.1%	75%
	➤ Senior High School	Output	25.58%	30.90%	26.2%	50.6%
	(b) Net Admission rate (NAR) (1-6)	Outcome	26.2	-	22.6%	30%
	(c) BECE Pass Rate	Impact	-		74.1%	90%
	(d) Gender Parity Index:					
	➤ Pre-school	Outcome	0.98	1.00	1.01	1.05
	➤ Primary	Outcome	0.93	1.00	0.94	0.96
	➤ Junior High School	Outcome	0.88	1.00	0.84	0.90
	➤ Senior High School	Outcome	43.50%	46.0%	0.72	0.80
	➤ TVET	Outcome	85.90%	31.4%	0.79	0.84
	(e) Improvement in Pupils / Teachers Ratio:					
	➤ Pre-school	Outcome	25.1	-	43:1	41:1
	➤ Primary	Outcome	35:1	-	33:1	19:1
	➤ Junior High School	Outcome	-	-	17:1	14:1
	(f) Improvement in school infrastructure:					
	➤ New school buildings	Output	-		8	20
	➤ New sanitary facilities:					

	KVIP	Output	-	-	9	24
	(g) Number of teachers accommodation constructed	Output	-	-	9	4
	(h) Improvement in ICT Centres	Output	-	-	1	2
	(i) Increase in % of trained and untrained teachers ratio:					
	➤ Pre-school	Input	-	-	9.5	15.0
	➤ Primary	Input	-	-	40.7	45.0
	➤ Junior High School	Input	-	-	71.3	78.3
	(j) Number of youth given employable skills	Outcome	57%	-	35	100
	(k) Number of Youth Employed under (NYEP)	Output	-	-		
	➤ Community Education Module					
	➤ Health Extension Workers	Impact	-	-	40	60
	➤ Youth in Agric-business	Impact	-	-	41	60
	➤ Waste and Sanitation Corps	Impact	-	-	45	65
	➤ Community Protection	Impact	-	-	140	170
	➤ Youth in Prison	Impact	-	-	1	5
		Impact	-	-	3	10

	<p><b>(a) Health (District Indicators)</b></p> <ul style="list-style-type: none"> <li>➤ Under five Mortality rate</li> <li>➤ Maternal Mortality</li> <li>➤ % under five years who are malnourished</li> <li>➤ Population to Doctors Ratio</li> <li>➤ Population to Nurses Ratio</li> <li>➤ Outpatient visit per capita</li> <li>➤ % of maternal audit to maternal deaths</li> <li>➤ Under five malaria case fatality rate</li> <li>➤ % family planning acceptors</li> <li>➤ HIV /AIDS Prevalent rate (% adult population)</li> <li>➤ Change District Mutual Health Insurance Coverage</li> </ul>	<p>Output</p> <p>Output</p> <p>Impact</p> <p>Outcome</p> <p>Output</p> <p>Outcome</p> <p>Output</p> <p>Outcome</p> <p>Outcome</p> <p>Outcome</p>	<p>111/1000</p> <p>214/1000</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>2.8%</p> <p>3.4%</p> <p>-</p>	<p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p>	<p>3/1000</p> <p>6/1000</p> <p>9.5%</p> <p>1:27,538</p> <p>1:2,078</p> <p>0.40</p> <p>100(1)</p> <p>3/100</p> <p>12.7%</p> <p>88 Cases</p> <p>45%</p>	<p>0/1000</p> <p>0/3000</p> <p>5.0%</p> <p>1:15,000</p> <p>1:500</p> <p>0.20</p> <p>0</p> <p>0/100</p> <p>20%</p> <p>50 Cases</p> <p>65%</p>
	<p>Number of physically challenged persons / aged vulnerable registered / rehabilitated and supported.</p> <p>Number of women groups trained and supported with credit.</p>	<p>Output</p> <p>Output</p>	<p>-</p> <p>-</p>	<p>-</p> <p>-</p>	<p>46</p> <p>6</p>	<p><b>55</b></p> <p>15</p>

	Number of completed community Initiated Projects.	Output	-	-	6	11
<b>E</b>	<b>Transparent and Accountable Governance</b>					
	Total Amount of Internally Generated Revenue (IGF)	Input	-	-	228,806.84	350,000
	% of District Assembly Expenditure within the DMTDP Budget	Output	-	-	84%	90%
	Amount of Development Partners and NGO's Fund Contribution to the implementation of the DMTDP	Output	-	-	41,977.13	50,000
	Percentage (%) of DA expenditure within the MTDP budget (how much of DA's Expenditure was not in the Annual Budget?)	Output	-	-	87	95
	Number of reported cases of abuse (children, women and men)	Output	-	-	-	-
	Police citizen ratio	Output	1:925	1:500	1:6,879	1:3,000
	Number of women participating at various levels of the Assembly District assembly: Number of women Assembly Members (No. 40) Electoral Areas (28)	Impact	-	-	1:10	1:8

	Number of community forum held	Input	-	-	24	35
	Number of Functional Area Councils	Output	-	-	7	7
	Number of District Departments with Requisite Heads	Output	-	-	11	11

## 2.4 M&E MATRIX UNDER EACH THEMATIC AREA

### 2.4.1 INFRASTRUCTURE AND HUMAN SETTLEMENTS DEVELOPMENT

**Table 6: Indicators and Targets – M&E Matrix**

<b>DMTDP Goal:</b> To improve social services to enhance production									
<b>GSGDA Objective:</b> Ensure increased access of households and industries to efficient, reliable and adequate energy supply, Expand the provision of adequate and disability-friendly sanitation facilities,									
<b>Objective 1: To increase access of households to reliable and adequate energy supply by December 2013.</b>									
<b>INDICATORS</b>	<b>INDICATOR TYPE</b>	<b>BASELINE 2009</b>	<b>TARGETS 2010-2013</b>				<b>DATA SOURCES</b>	<b>MONITORING FREQUENCY</b>	<b>RESPONSIBILITY</b>
500 low tension Procured	Input	-	100	100	100	200	DA/ ECG	Quarterly	DPCU / ECG
Electricity cables procured	Input	-	-	-	-	-	DA/ ECG	Quarterly	DPCU
Electricity Extended to 25 Communities	Output	25				25	DA/ ECG	Quarterly	DPCU
<b>Objective 2: Facilitate the operationalisation of a workable rural housing by 2013.</b>									
Layout for 4 communities prepared	Output	1		1		2	T&CP	Quarterly	T&CP
<b>Objective 3: Improve environmental sanitation in the District by 2013</b>									
No. of households latrines	Output	903	-	100	100	100	CWSA / DWST	Quarterly	CWSA/ DWST/ CONSULT./ KfW



constructed									
Communities educated on hygiene education in water and sanitation.	Output	99	9	30	30	30	MOH/ DEHD/ DHMT	Quarterly	MOH/ DHD/ DHMT
Sanitation equipment for the environmental health section procured.	Output		-	-	-	-	CWSA / DWST	Quarterly	MOH/ DHMT /DHD

## 2.4.2 ACCELERATED AGRICULTURAL MODERNISATION AND NATURAL RESOURCE MANAGEMENT

**Table 7: Indicators and Targets – M&E Matrix**

<b>DMTDP Goal:</b> To improve sustainable agricultural production and productivity									
<b>GSGDA Objective:</b> Improved agricultural productivity									
<b>Objective 1:</b> Increase cash and food crops production from 45% in 2010 to 65% in 2013 through effective extension service by the year 2010.									
<b>INDICATORS</b>	<b>INDICATOR TYPE</b>	<b>BASELINE 2009</b>	<b>TARGETS 2010-2013</b>				<b>DATA SOURCES</b>	<b>MONITORING FREQUENCY</b>	<b>RESPONSIBILITY</b>
Sustainable Agricultural Production level increased from 40% to 60%	Effect	40	-	45	50	60	MOFA / D/A	Quarterly	D/A
Training workshop for Agric Extension Agents and farmers in new farming techniques organized	Output	8	2	2	2	2	MOFA / D/A	Quarterly	D/A
Provide improved seeds, breeding stocks, pesticides and	Input	√	√	√	√	√	MOFA / D/A	Quarterly	D/A

fertilizers to farmers at subsidized price.									
National farmers' Day Celebrated	Output	-	1	1	1	1	MOFA / D/A	Quarterly	D/A
Construction of 2No.2-storey markets stores	Output		-	-	-	2	D/A	Quarterly	D/A
No. of farmers adopting improved technologies	Input	10,230	-	-	-	12,000	MOFA / D/A	Quarterly	MOFA / D/A
20,156 No. of farmers benefiting from the mass spraying exercise by 2013	Input	25,196	5,039	5,039	5,039	5,309	MOFA / D/A	Quarterly	D/A
<b>Objective 2: Rehabilitation of 60% roads leading to food growing areas.</b>									
Km. of roads Rehabilitated	Output		15	30	20	25	Feeder Roads Dept. / DA	Quarterly	Feeder Roads Dept. / D/A
<b>Objective 3: Establishment of two palm oil extraction industries by December 2013.</b>									
Land acquired for light	Output		-	-	-	-	MOFA / D/A	Quarterly	MOFA / D/A

industrial zone									
Facilities extended to the light industrial area.	Output		-	-	-	-	MOFA / D/A	Quarterly	MOFA / D/A
No. of entrepreneurs identified	Output	-	-	-	-	8	MOFA / D/A	Quarterly	MOFA / D/A
No. of entrepreneurs supported to establish agro-based processing facilities	Output	-	-	-	-	4	MOFA / D/A	Quarterly	MOFA / D/A
<b>Objective 4: Ensure restoration of 40% degraded land by December 2013.</b>									
Control negative mining activities.	Output		√	√	√	√	D/A	Quarterly	D/A
Pursue vigorously reclamation and plantation development by mine out areas.			√	√	√	√	MOFA / D/A	Quarterly	MOFA / D/A

### 2.4.3 ENHANCED COMPETITIVENESS OF GHANA'S PRIVATE SECTOR

**Table 8: Indicators and Targets – M&E Matrix**

<b>DMTDP Goal:</b> To create an enabling environment for effective collaboration with the private sector										
<b>GSGDA Objective:</b> Develop tourism as a major industry for Ghana and expand opportunities for job creation										
<b>Objective 1: Promote and create 200 productive employment opportunities for the youth by 2013.</b>										
INDICATORS	INDICATOR TYPE	BASELINE 2009	TARGETS 2010-2013				DATA SOURCES	MONITORING FREQUENCY	RESPONSIBILITY	
Equipment & building of boys Hostel for Integrated Community Centre for Employable Skill (ICCES)	Output		-	-	-	1	ICCES	Quarterly	DPCU	
No. of artisan associations formed.	Input	3				6	NYEP	Quarterly	NYEP	
No. of youth engage in farming in the Youth Employment Programme	Output	45	-	-	-	65	NYEP	Quarterly	NYEP	
<b>Objective 2: Improve revenue generation from tourism sector by 10% by December 2013.</b>										
Market the District tourist centres	Input		√	√	√	√	D/A	Quarterly	D/A	

New tourist sites identified and developed.	Output	4	-	-	-	-	D/A	Quarterly	D/A
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#### 2.4.4 HUMAN DEVELOPMENT, EMPLOYMENT AND PRODUCTIVITY

**Table 9: Indicators and Targets – M&E Matrix**

<b>DMTDP Goal:</b> To improve the quality of human resource through equitable access to quality education, health care and economic resources for poverty reduction									
<b>GSGDA Objective:</b> Increase equitable access to and participation to education at all levels, Bridge the equity gaps in access to health care and nutrition services and ensure sustainable financing arrangements that protect the poor.									
<b>Objective 1: Increase the number of trained teachers by Dec. 2013.</b>									
INDICATORS	INDICATOR TYPE	BASELINE 2009	TARGETS 2010-2013				DATA SOURCES	MONITORING FREQUENCY	RESPONSIBILITY
4 teachers bungalows constructed	Output	9		1	1	2	GES	Quarterly	DPCU
20 teacher trainees sponsored.	Output	20	5	5	5	5	GES	Quarterly	DPCU
<b>Objective 2: Provide 20 new educational infrastructures to the basic schools and second cycle institutions by Dec. 2013.</b>									
A dining hall at Jacobu SHS constructed	Output	0	-	1	-	-	GES	Quarterly	DPCU
No. of classrooms blocks	Output	45	5	5	5	5	GES	Quarterly	DPCU

No. of furniture supplied to schools	Output	855	-	1,000	-	500	GES	Quarterly	DPCU
No. of kitchen constructed for the school feeding programme	Output	5	-	3	3	3	GES	Quarterly	DPCU
<b>Objective 3: Bridge gender gap in access to education.</b>									
30 No. of girls benefiting from scholarship and bursaries scheme for high performing but needy girls	Input	20	-	10	10	10	GES	Quarterly	DPCU
No. of communities sensitized on the importance of girls education.	Input	10	2	2	2	2	GES	Quarterly	DPCU
Incentive schemes expanded to increase girls' enrolment, retention and completion	Input		√	√	√	√	GES	Quarterly	DPCU

particularly in deprived areas.									
<b>Objective 4: Promote sports development.</b>									
A standard sports ground constructed for the youth	Output	1	-	-	-	1	DA	Quarterly	DPCU
No. of football clubs and other sporting activities supported by the DA in the district.	Output	2	-	-	-	2	DA	Quarterly	DPCU
<b>Objective 5: Improve health infrastructure by 20% by 2013.</b>									
DHMT office constructed by 2013.	Output	1	-	-	-	1	DHMT	Quarterly	DPCU
Two CHPs compound constructed by 2013	Output	9	-	-	1	1	DHMT	Quarterly	DPCU
No. of Health Equipment provided to the District Hospital and other health centres.	Output	√	√	√	√	√	DHMT	Quarterly	DPCU



No. of existing health infrastructures rehabilitated	Output	2	-	-	-	2	DHMT	Quarterly	DPCU
No. of Nurses quarters constructed for 4 CHP Compounds	Output	2	-	-	-	4	DHMT	Quarterly	DPCU
40 No. of traditional maternal health service (TBA's) trained	Output	30	10	10	10	10	DHMT	Quarterly	DPCU
<b>Objective 6: Reduce the incidence of malaria from 20% in 2009 to 15% in 2013.</b>									
No. of treated mosquitoes nets supplied.	Input	1,000	300	300	300	300	MOH	Quarterly	DHMT
No. of sanitary guides employed and provided with logistics	Input	136	-	-	-	50	DA	Quarterly	DPCU
<b>Objective 7: Implement policies to offer protection for the vulnerable and excluded.</b>									
Intervention under social protection strategy	Output		√	√	√	√	DPCU	Quarterly	DSW

implemented.									
30 No. of people with disabilities identified and trained.	Output	57	-	10	10	10	DPCU	Quarterly	DSW
<b>Objective 8: Reduce the incidence of HIV/AIDs</b>									
No. of people infected with HIV/AIDs yearly reduced to 30 by 2013	Impact	88 cases	-	-	-	30	MOH/ DHMT	Quarterly	MOH / DPCU /DRI
Programmes on HIV/AIDs and TB prevention intensified	Input	6	3	3	3	3	MOH/ DHMT	Quarterly	MOH / DPCU /DRI
<b>Objective 9: Promote income generating activities for the poor and vulnerable including women and food crop farmers by December, 2013</b>									
30 No. of youth trained in tie and dye making	Impact	-	-	10	10	10		Quarterly	DA/DSWO
<b>Objective 10: Reduce spatial and income inequalities in the district's development by the 2013.</b>									
No. of facilities provided to ensure fair and balance in allocation of resources.	Output	-	-	-	-	-	DPCU	Quarterly	DPCU

## 2.4.5 TRANSPARENT AND ACCOUNTABLE GOVERNANCE

**Table 10: Indicators and Targets – M&E Matrix**

<b>DMTDP Goal:</b> To ensure effective operation of local government structures and efficient security									
<b>GSGDA Objective:</b> Empower women and mainstream gender into socio-economic development, improve the capacity of security agencies to provide internal security for human safety and protection									
<b>Objective 1: Strengthen functional relationship between Assembly members and communities by 2013.</b>									
INDICATORS	INDICATOR TYPE	BASELINE 2009	TARGETS 2010-2013				DATA SOURCES	MONITORING FREQUENCY	RESPONSIBILITY
Commuting allowances provided to 40 assembly members.	Input	23	-	-	-	40	A/C's / DA	Annually	D/A
No. of workshops and seminars organized to build the capacity of assembly members.	Input	5	-	2	2	2	CBRDP /D/A	Quarterly	CBRDP /D/A
<b>Objective 2: Strengthen District level planning and budgeting involving all stakeholders through a participatory process at all level by 2013.</b>									
5 Area Council members trained in participatory planning	Input	2		1	2	2	CBRDP /D/A	Quarterly	CBRDP /D/A

Community needs assessments conducted in all communities	Input	-	√	√	√	√	A/C's / DA	Annually	D/A
<b>Objective 3: Ensure transparency in fiscal management at the district and sub-district levels by 2013.</b>									
Collection and dissemination of information to the public and other stakeholders strengthened by 2013.	Input		√	√	√	√	D/A	Quarterly	D/A ISD
Property tax system revaluated	Output				√	√	D/A	Quarterly	D/A
4No. of workshops organized for revenue collectors at the District and sub-district levels.	Input	4	1	1	1	1	D/A	Quarterly	D/A
<b>Objective 4: Empower women and mainstream gender into socio-economic development by 2013.</b>									
Affirmative action implemented for	Output		√	√	√	√	D/A	Quarterly	D/A

women in the district by 2013.									
Institutions dealing with women and children issues strengthened by December, 2013.	Input		√	√	√	√	D/A	Quarterly	D/A
<b>Objective 5: Enhance women's access to economic resources.</b>									
Micro-finance scheme expanded and sustained for 30 women groups by 2013.	Outcome		-	10	10	10	D/A	Quarterly	D/A
<b>Objective 6: Improve facilities for the Police Service in the District to provide internal security for human safety and protection by 2013.</b>									
Office accommodation provided for the District Police Headquarters	Output	-	-	-	-	1	D/A	Quarterly	DPCU/ Dist. Police Service
Residential accommodation provided for the District Police Commander.	Output	-	-	-	-	1	D/A	Quarterly	DPCU/ Dist. Police Service
<b>Objective 7: Improve data base for planning, budgeting and revenue mobilization by the year 2013.</b>									

Collect data on rateable items in the district for planning and budgeting	Input	-	-	-	-	1	D/A	Quarterly	DA & Valuation Board
Review and gazette the fee-fixing resolution for effective revenue mobilization.	Input	-	-	-	-	-	D/A	Yearly	DA & Assembly Press
<b>Objective 8: Strengthen capacity of sub- district structures for local economic planning and development including employment generation.</b>									
Co-ordinate capacity building for local economic planning.	Impact		√	√	√	√	DA	Quarterly	DA, Private Sector, Development Partners
Coordinate the development of sub-district economic and investment plans.			√	√	√	√	DA	Quarterly	DA, Private Sector, Development Partners

## 2.5M & E CALENDAR

**Table 11: M & E Calendar**

ACTIVITIES	TIME FRAME			ACTORS	BUDGET (GH¢)
	2011	2012	2013		
Monitoring of Projects <ul style="list-style-type: none"> <li>• Prepare monitoring checklist</li> <li>• Organize site meeting</li> <li>• Prepare Monitoring reports</li> <li>• Brief DCE and other stakeholders</li> </ul>				DPCU Works sub-committee DCE	30,000
DMTDP Mid-term evaluation <ul style="list-style-type: none"> <li>• collect, collate and analyze Date</li> <li>• Prepare report for Presentation using Power Point</li> <li>• Validate report at stakeholders workshop</li> <li>• Prepare and disseminate final report</li> </ul>	1 <sup>st</sup> – 30 <sup>th</sup> May, 2012  1 <sup>st</sup> – 15 <sup>th</sup> June, 2012  20 <sup>th</sup> June, 2012  25 <sup>th</sup> June – 15 <sup>th</sup> July, 2012			DPCU	25,000
Annual Progress Review Workshop <ul style="list-style-type: none"> <li>• Submit Annual reports to DPCU</li> <li>• Collate and Analyze Data</li> <li>• Prepare Report for presentation using Power Point</li> <li>• Validate report at stakeholders Workshop</li> </ul>	15 <sup>th</sup> Nov., 2011  30 <sup>th</sup> Nov., 2011 10 <sup>th</sup> Dec., 2011  20 <sup>th</sup> Dec., 2011	5 <sup>th</sup> Jan., 2012  15 <sup>th</sup> Jan., 2012 20 <sup>th</sup> Jan., 2012	5 <sup>th</sup> Jan., 2013  15 <sup>th</sup> Jan., 2013 20 <sup>th</sup> Jan., 2013	Dpts DPCU DPCU DPCU	3,500

<ul style="list-style-type: none"> <li>• Prepare and Disseminate Final Report</li> </ul>	29 <sup>th</sup> Jan., 2011	25 <sup>th</sup> Jan., 2012 29 <sup>th</sup> Jan., 2012	25 <sup>th</sup> Jan., 2013 29 <sup>th</sup> Jan., 2013	DPCU	
Annual Progress Report <ul style="list-style-type: none"> <li>• Collect, Collate and Analyze Quarterly Reports</li> <li>• Prepare and forward APR to Stakeholders</li> </ul>	5 <sup>th</sup> Oct., 2011 15 <sup>th</sup> Oct., 2011	10 <sup>th</sup> Feb., 2012 20 <sup>th</sup> Feb., 2012	10 <sup>th</sup> Feb., 2013 20 <sup>th</sup> Feb., 2013	DPCU DPCU	1,000
Dissemination <ul style="list-style-type: none"> <li>• Train DPCU members on Presentation skills, Powerpoint presentation</li> <li>• Organize stakeholders Workshop to disseminate content of report: <i>General Assembly</i></li> <li>• Disseminate Report on radio: <i>Fox FM</i> <i>Hello FM</i></li> </ul>	10 <sup>th</sup> Dec., 2011	4 <sup>th</sup> Jan, 4 <sup>th</sup> Mar, 4 <sup>th</sup> Jun, 4 <sup>th</sup> Sep.	6 <sup>th</sup> Jan, 6 <sup>th</sup> Mar, 8 <sup>th</sup> Jun, 8 <sup>th</sup> Sep	DPCU	2,500
Quarterly review meeting with Dev't Partners	20 <sup>th</sup> Nov., 2011	20 <sup>th</sup> Mar., 22 <sup>nd</sup> Jun., 22 <sup>nd</sup> Sep., and 22 <sup>nd</sup> Dec.	23 <sup>rd</sup> Mar., 23 <sup>rd</sup> Jun., 23 <sup>rd</sup> Sep., and 23 <sup>rd</sup> Dec.	DPCU	2,000
Quarterly field visits	10 <sup>th</sup> Nov., 2011	10 <sup>th</sup> Mar., 10 <sup>th</sup> Jun., 10 <sup>th</sup> Sep., and 10 <sup>th</sup> Dec.	10 <sup>th</sup> Mar., 10 <sup>th</sup> Jun., 10 <sup>th</sup> Sep., and 10 <sup>th</sup> Dec.	DPCU NGOs RPCU	4,000
DMTDP Evaluation			20 <sup>th</sup> Feb., 2014	DPCU	5,000
<b>GRAND TOTAL</b>					



## **2.6 DATA COLLECTION, VALIDATION AND COLLATION**

M&E system will use data from different sources to monitor and evaluate the outcome of programmes and projects on beneficiaries. The collection of data in this context, would take cognizance of the indicators and activities identified in the M&E core indicators and matrix. These include data on physical delivery of structures, income levels, school enrolment levels, and living standards among others.

### **2.6.1 Primary Data**

Data that is not readily available would be gathered to augment existing data from secondary sources. Questionnaire would be prepared and administered to collect data on demographic, socio economic, revenue, expenditure, gender issues and other relevant data using the indicators already specified. This would be done by the joint effort of the sub-district structures and the District Planning Co-ordinating Unit (DPCU).

Again data on the operations of development partners such as NGO's, CBOs, Youth Groups, Civil Society Organizations would also be obtained as well as transfers to decentralized departments.

### **2.6.2 Secondary Data**

Also data from secondary sources would be obtained from files, reports in the central and decentralized departments etc. Other data sources would include NGO's MDA's, CWSA, CBRDP, MOFA, GHS, GSS (mainly GLSS and the national population census reports)

Data from all these sources would be obtained, validated and analysed to assess whether they are obtaining the desired goals and objectives.

### **2.6.3 Monitoring and Evaluation Information System**

The district has received software on data system and management from DDF capacity building planning programme. However, the Ministry of Finance and other development partners such as the Community Based Rural Development Project (CBRDP) and the Community Water and Sanitation Agency (CWSA) have all made available some software that would be very useful for the gathering, collation and analysis of data for the M&E plan preparation and implementation.

Also, computers and accessories and the necessary stationery have been made available to the DPCU for effective data processing.

#### **2.6.4 Data Analysis**

In carrying out Monitoring and Evaluation activities, data generated would be analyzed to compare results with targets and thereby assessing project achievements on regular basis over the life span of the DMTDP.

The DPCU in collaboration with the other departments will oversee data collection, collation and analysis using varied and appropriate data collection techniques from both primary and secondary sources. This will ensure that meaningful information is obtained that will form the substance of the required intervention.

#### **2.6.5 Use of Results**

A common centrally located database will be established for the storage and retrieval of basic data for the District. The results of the analysis would serve as the basis to design interventions for communities and as well as helping to addressing the problems encountered in project implementation.

**Table 12: Data & Sources**

<b>DATA</b>	<b>SOURCES</b>
1. Financial statistics	District Finance Office
2. Education Statistics	District Education Office/ GES
3. Agriculture Statistics	District Agriculture Office
4. Demographic Statistics/Prices	District Statistical Office
5. Environmental Statistics	Dist Env. Health office, Forestry Dept, NADMO
6. Health Statistics	Office of Dist Director of Health Services
7. Project Statistics	District Administration/DPCU
8. Water and Sanitation	District Water and Sanitation Team's office
9. Road Statistics	Department of Feeder Roads

#### **2.6.6 Data on Programmes and Projects**

This is a register of all ongoing programmes and projects in the district under the auspices of the District Assembly, by MDAs as well as Development Partners and NGOs. This will help to assess the level and pace of progress in the ensuing years.

**Table 13: On-Going Programmes and Projects as at 2010**

NO.	PROGRAMME/ PROJECT	LOCATION	GSGDA THEMATIC AREA	SECTOR	CONTRACTOR	SOURCE OF FUNDING	COMMENT- DATE	EXPECTED COMPLETION DATE	CONTRACT SUM (GH¢)	PAYMENT TO DATE	IMPLEMEN TATION STATUS	REMARKS
1	Construction of 1No. 3-unit classroom block	Patase	HD,E&P	Education	Bomboia const. Works	DDF	27/07/10	27/11/10	50,467.23	10,093.95	Block moulding Foundation Trenches	Behind schedule
2	Construction of 1No. 3-unit classroom block and ancillary facilities	Mile 14	HD,E&P	Education	Presank Ltd.	DDF	27/07/10	27/11/10	60,884.21	12,176.84	Block moulding & Excava- ting of Foundation Trenches	Behind schedule
3	Construction of 1No. 12-seater Acqua-Privy Toilet	Kronko	I&HSD	Sanitation	Topstar Const. & State Comp. Ltd.	DACF	27/07/10	27/11/10	38,731.99	5,809.64		Behind schedule
4	Construction of 1No. 2 bedroom semi-detached bungalow	Esreso- Jacobu	T&AG	Admin.	G-Frank Ventures	DACF	29/07/10	29/11/10	85,922.65	12,888.38	Clearing of Site	Behind schedule
5	Construction of 1No. 4 bedroom barracks type bungalow	Esreso Jacobu	T&AG	Admin.	Magmens Const. & Trading Ent.	DACF	29/07/10	29/11/10	84,438.23	12,665.74	Site Cleared Moulding of block on- going	Behind schedule
6	Construction of 1No. 3-unit classroom block and ancillary facilities	Begro-ase	HD,E&P	Education	Lionel Brothers Ltd.	DACF	29/07/10	29/11/10	57,354.54	8,603.18		Behind schedule
7	Construction of 1No. 3-unit classroom block and ancillary facilities	Adinkra	HD,E&P	Education	Tatatintin Enterprise	DACF	29/07/10	29/11/10	58,100	8,715.00		Behind schedule
8	Construction of 1No. 3-unit classroom block and toilet facilities	Mile 9	HD,E&P	Education	Saberth System Ltd.	DDF	29/07/10	29/11/10	55,225.48	10,519.33		Behind schedule
9	Const. of 2-Unit Barracks type Staff Residential Accommodation	Jacobu	T&AG	Admin.	K TAC ENT.	DACF	28/2/06	25/01/07	29,483.20	39,039.71	Roofing Plastering & Tarrazo works completed	Behind schedule
10	Const. of Dist. Admin. Block	Jacobu	T&AG	Admin.	Wamyak	DACF	11/01/07	12/01/08	599,839.16	391,212.75	Roofing & Plastering completed	Behind schedule

11	Const. of 2-unit barracks type at Residential Accommodation for Staff	Jacobu	T&AG	Admin.	Fausbon Cost. Works Ltd	DACF	28/12/08	26/04/09	29,483.20	22,215.74	Lintel Level	Behind schedule
12	Const. of 1No. 6-unit classroom block with Sanitary facilities	Afoako R/C primary	HD,E&P	Education	Wamyark Comp. Ltd.	GET FUND	6/11/07	6/04/08	91,950.37	-	Roofed & Plastered	Behind schedule
13	Const. of 1No. 6-unit classroom block with Sanitary facilities	Fiankoma R/C Primary	HD,E&P	Education	M/s Excel-lent men comp. ltd.	GET FUND	6/11/08	24/01/09	117,290.58	-	Substructure Level	Behind schedule
14	Const. of 12-seater Aqua Privy toilet	Bedwoase	I&HSD	Sanitation	Linboa ventures	DACF	22/12/09	30/05/10	35,108.48	15,796.57	Supper Structure is at Roofing Level	Behind Schedule
15	Const. 1No. 12-seater Aqua Privy toilet	Homasi	I&HSD	Sanitation	F. K Hopson ventires	DACF	30/12/09	30/05/10	35,103.48	14,217.00	Supper Structure is at roofing level	Behind schedule
16	Completion of 1o. 3-Unit Classroom Bock	Numereso	HD,E&P	Education	Works Department	DACF	21/04/08	22/08/08	30,000.00	18,000.00	Lintel Level	Behind schedule
17	Const. of 1No. 3-unit classroom block with ancillary facilities	Fiamoaso	HD,E&P	Education	Alfasad Ent.	DDF	15/11/09	30/04/10	65,208.37	39,783.86	Supper structure Level	Behind schedule
18	Const. of 1No 3-unit classroom block with sanitary facilities	Domeabra	HD,E&P	Education	Alecie Brothers & Comp. Ltd.	DDF	15/11/09	30/04/10	60,092.00	44,919.22	Roofed & Plastering works in progress	Behind schedule
19	Const. of 1No. 3-unit classroom block with sanitary facilities	Edwenase	HD,E&P	Education	Prefos Comp. Ltd.	DDF	15/11/09	30/04/09	62,630.40	49,970.76	Roofed & Plastering works in progress	Behind schedule
20	Modifica-tion of 1No 6-unit classroom block and construc-tion of 2-unit K.G Block and 4 seater acqua-privy toilet	Esreso/ Akasanim	HD,E&P	Education	F. K. Hopson Ventures	DDF	15/11/09	30/04/10	82,379.52	82,379.52	6-unit class-room block & 2-uint KG block completed Toilet yet to be roofed	Behind schedule
21	Const. of 1No. Clinic	Tweapease	HD,E&P	Health	Magad Comp. Ltd.	DDF	30/03/10	30/07/10	50,307.00	47,699.87	Roofed Plastered & Painted	On schedule
22	Const. pf 1No. 6-unit classroom block with Sanitary Facilities	Jacobu DA Primary	HD,E&P	Education	Just Love Const. Ltd.	GET FUND	7/08/09	8/02/10	125,058.46	-	Window Level	Behind schedule
23	Cladding of 2No. 3-Unit Classroom	Kente	HD,E&P	Education	Sadekwaa trad. & const. Works	DACF	15/01/10	30/04/10	40,005.90	23,099.57	Plastering	Behind schedule

	Block with Office and Store											
24	Cladding of 2No. 3-Unit Classroom Block with Office and Store	Aboagyekrom	HD,E&P	Education	Mintasab Comp. Ltd.	DACF	15/01/10	30/04/10	40,793.70	27,167.07	Finishing & Painting Level	Behind schedule
25	Cladding of 2No. 3-Unit Classroom with Ancillary Facilities	Jacobi	HD,E&P	Education	Jegien Ent, Ltd.	DACF	15/01/10	30/04/10	50,895.90	38,516.19	Finishing & Painting	On schedule
26	Cladding of 2No. 3-Unit Classroom Block with office and store	Hiampenika	HD,E&P	Education	Fu-Ganou Ent.	DACF	15/01/10	30/04/10	40,602.10	15,964.00	Plastering	Behind schedule

## PRIMARY AND SECONDARY DATA

### I. DEMOGRAPHIC CHARACTERISTICS

- Population Size and Growth Rate: Population Size 110,510 (2010), Growth rate (3.0%)
- Spatial Distribution: Urban 9.6% Rural 90.4%
- Population Density: 156 persons per square km.
- Average household size: 5.5 persons
- Average housing occupancy:17
- Occupational distribution: economically active population employed – 32.3%
- Religious Composition: Christians: 83%, Islam and others: 17%
- Sex Distribution: Male – 42.6%, Female – 57.4%a
- Population Distribution by Age

**Table 14: Population Distribution by Age (2010)**

AGE COHORT	NUMBER	PERCENT (%)
0-14	52,050	47.1
15-64	52,603	47.6
65+	5,857	5.3
<b>TOTAL</b>	110,510	100

### II. EDUCATION

**Table 15: Number of Schools and Ownership**

TYPE/L EVEL	PRE- SCHOOL	PRIMARY	JHS	SHS	ICCES	TOTAL
Public	84	79	34	1	1	199
Private	13	13	2	-	-	28
Total	98	93	36	1	1	227

*Source: District Education Directorate, 2010*

**Table 16: Enrolment in Public Schools (2009/2010)**

TYPE/LEVEL	BOYS	GIRLS	TOTAL
Pre-school	3132	3199	6331
Primary	6709	6049	12758
JHS	2267	1738	4005
SHS	373	199	572
TOTAL	12481	11185	23666

Source: District Education Directorate, 2010

**Table 17: Enrolment in Private Schools (2009/2010)**

TYPE/LEVEL	BOYS	GIRLS	TOTAL
Pre-school	234	242	476
Primary	494	433	927
JHS	27	28	55
ICCESS (VOC)	66	36	130
TOTAL	821	739	1560

Source: District Education Directorate, 2010

**Table 18: Condition of Classrooms**

TYPE/LEVEL	NO. OF SCHOOLS	CONDITION		TOTAL
		GOOD	POOR	
Pre-school	84	58	64	122
Primary	79	325	65	390
JHS	34	62	15	77
SHS	1	12	Nil	12
TOTAL	198	457	144	601

Source: District Education Directorate, 2010

**Table 19: Teacher Population in Public Schools (2009/2010)**

LEVEL	TRAINED				UNTRAINED				TOTAL
	M	F	T	%	M	F	T	%	
Pre-school	4	10	14	10	12	121	230	90	147
Primary	114	44	158	41	198	32	230	59	388
JHS	120	49	169	71	60	8	68	29	327
Total	238	103	341	44	270	161	431	56	772

Source: District Education Directorate, 2010

**Table 20: Teacher Population in Private Schools (2009/2010)**

LEVEL	TRAINED				UNTRAINED				TOTAL
	M	F	T	%	M	F	T	%	
Pre-School				0	10	13	23	100	23
Primary	1	1	2	4	27	20	47	96	49
JHS				0	6	4	10	100	10
Total	1	1	2	1	43	37	80	98	82

*Source: District Education Directorate, 2010*

**Table 21: Pupil/teacher Ratio (Public)**

LEVEL	TEACHER POPULATION	ENROLMENT	RATIO
Pre-school	147	6331	43:1
Primary	388	12758	33:1
JHS	237	4005	17:1

*Source: District Education Directorate, 2010*

**Table 22: Pupil/teacher Ratio (Private)**

LEVEL	TEACHER POPULATION	ENROLMENT	RATIO
Pre-school	23	476	21:1
Primary	49	927	19:1
JHS	10	55	6:1

*Source: District Education Directorate, 2010*

**Table 23: Performance of Candidates in the BECE (2009)**

SEX	ATTAINED AGGREGATES				FAIL	TOTAL
	6	7-15	16-24	25-30		
Boys	-	64	238	230	153	685
Girls	-	34	139	130	146	449
TOTAL		98	377	360	299	1134

*Source: District Education Directorate, 2010*



### III. HEALTH

- Doctor - 1
- Nurses - 3
- Midwives - 1
- Paramedics - 29
- Doctor-Population Ratio - 1:27,538
- Nurse-Population Ratio - 1:2,078
- HIV / AIDS (reported cases between 2009 – June 2010) - 88

**Table 24: Location of Health Facility and Ownership**

Level of Facility	Location	Number Available	Ownership		Total Number
			Public	Private	
Hospital	Jacobi	1	Public		1
Clinic/Maternity Home	Akrofrom	1		Private	2
	Jacobi	1		Private	
CHPS compound	Atobiase	1	Public		8
	Aketechiaso	1	Public		
	Abuakwa	1	Public		
	Mile 14	1	Public		
	Fenaso	1	Public		
	Hia	1	Public		
	Numereso	1	Public		
Tweapease	1	Public			

Source: District Health Directorate, 2010.

**Table 25: Human Resource Capacity of the District Health Directorate**

Type of Personnel	Number		
	Required	Existing	Backlog
Medical Officers	4	4	0
Professional Nurses	67	26	41
Community Health Nurses	40	27	13
Pharmacist	3	1	2
Para-medics	60	37	23
Health Service Administrator	1	1	1
Medical Assistant.	5	0	5
Midwives	25	10	15
Disp. Tech / Asst. / Attendants	15	5	10
Lab. Technician / Technologist	12	3	9
Laboratory Assistant	8	2	6
Biostatistician / M.R.A	12	6	6
Anaesthetist	4	2	2

Source: District Health Directorate, 2010

**Table 26: Logistical capacity of the health service in the District**

Item	Number		Backlog
	Available	Required	
Hospital Beds	60	145	85
Hospital Mattresses	64	145	86
Bedside cabinets	29	120	91
Patients trolley	9	25	16
Stretcher	1	15	14
ECG Machine	0	1	1
X-Ray Machine	0	1	1
Ultrasound machine	1	2	1
Wheel chairs	3	11	8
Ambu bags Adult	3	11	8
Ambu bag infant	5	12	7
Digital thermometer	11	36	25
Sphygmomanometer	16	30	14
Stethoscope	16	25	9
Oxygen cylinder	4	15	11
Oxygen flow-meter	1	7	6
Stretcher	1	5	4
Suction machine	3	11	8
Neonatal resuscitation set	0	12	12
Incubators	2	14	12
Baby cot with mattress	11	25	14
Theatre table	1	2	1
Theatre lamps	1	2	1
Anesthetic machine	1	2	1
Episiotomy set	0	6	6
Cheatle forceps and bowel	3	21	18
Laparotomy set	1	5	4
Caesarean section set	3	8	5
Herniorrhaphy set	4	8	4

*Source: District Health Directorate, 2010*

**Table 27: Top 5 Commonest Diseases 2006-2009**

DISEASE	2007		DISEASE	2008		DISEASE	2009	
	NO.	%		NO.	%		NO.	%
Malaria	5132	41.8	Malaria	2369	57.2	Malaria	2369	57.2
URTI	520	4.2	Malaria in Pregnancy	525	12.6	Malaria in Pregnancy	525	12.6
Hypertension	441	3.6	Diarrhoea	239	5.8	Skin Diseases	239	5.8
Diarrhoea	422	3.4	Skin Diseases	146	3.5	Hypertension	146	3.5
Rheumatic & Joint	370	3	Rheumatism	145	3.5	Diarrhoea	145	3.5
Others	5381	44	Others	719	17.4	Others	719	17.4

Source: District Health Directorate, 2010

**Table 28: District Health Insurance Registration between 2008 and 2010**

Year	Number		
	Formal Sector SSNIT / Pensioners	In-Formal Sector Dependants /Old age/Indigents	Total Registration
2008	482	23,120	23,602
2009	135	24,750	24,885
2010	101	3,794	3,895

Source: District Mutual Health Insurance Scheme office, Jacobu, 2010

#### IV. WATER AND SANITATION

About 82% of the communities have access to safe drinking water.

**Table 29: Sources of Water Supply**

Type Of Source	Facilities	Communities	
	No.	No.	%
Pipe Borne Water	1	1	0.6
Borehole	257	122	74
Hand dug well	56	42	25
Total	313	165	100

Source: DWST, Jacobu 2010

**Table 30: Toilet Facilities in the District**

TYPE OF TOILET FACILITY	NUMBER OF TOILET FACILITIES	
	NO.	%
KVIP Acqua Privy	37	4
Household Toilet (VIP)	903	95.8
WC	2	0.2
TOTAL	942	100

Source: DWST, Jacobu 2010

- **Problems with Sanitation**
  - Inadequate disposal sites, especially Jacobu.
  - Inadequate refuse trucks and pay-loaders
  - Inadequate staffing
  - Attitude of the people
  - Inadequate financial resources.

## V. AGRICULTURE

- Agriculture employs about 80 percent of the active labour force.
- Farm sizes are generally small ranging between 1-2 acres for food and vegetable crops. However, cocoa has relatively large farm size per farmer of about 20 acres on the average.
- Staff strength - Total no. of staff - 22
- **Breakdown**
  - Director - 1
  - Subject Matter Area Specialist - 6
  - Agric Extension Agent - 15
- Ideally, the district should have been divided into 32 operational areas to be manned by 32 Agric. Extension Agents (AEAs). AEA- Farmer ratio -1:3000
- There is therefore the need to increase extension officers to enable all farmers to have access to extension services.

**Table 31: Top Ten Crops and their Yield per Season**

TYPE OF CROP	OUTPUT PER SEASON (TONNES)		
	2007	2008	2009
Cocoa	-	100,776	76,374
Cassava	140,212	147,222	164,683
Plantain	52,710	55,345	66,826
Oil Palm	381,135	393,548	426,297
Maize	13,376	14,044	14,683
Pepper	263	311	348
Garden Eggs	698	706	729
Cocoyam	29,840	31,332	33,680
Yam	3,680	3,864	4,276
Citrus	72,924	80,265	82,349

Source: DADU Jacobu, 2010

**Table 32: Top Five Livestock Reared in the District**

TYPE OF ANIMAL	TOTAL STOCK		
	2007	2008	2009
Goat	4,569	6,932	11,831
Sheep	4,954	5,494	7,831
Pigs	735	793	772
Cattle	440	580	781
Local Poultry	6,971	19,301	30,349

*Source: DADU Jacobu, 2010*

## **BANKING SERVICE**

There is only one rural bank (Odotobri Rural Bank Ltd.) in the district at Jacobu.

## **POLICE SERVICE**

There is one Police Station and one Police Post at Jacobu and Apitisu respectively. These stations are under staffed. All the stations are in rented premises. There are five policemen in the District.

## **TELECOMMUNICATION AND POSTAL**

The telecommunication services are offered by the extension of telephone booths and other mobile phone network operating in certain parts of district. There is also one postal agency at Jacobu which serves the whole district.

## **MARKET**

There is only one main periodic market in the district. This is the Jacobu market, which is held on Tuesdays. A number of traders also sell farm produce in Obuasi and Dunkwa. The major problems that traders and farmers face in accessing these markets are high transport charges. This is due to the poor conditions of feeder roads in the district.

## **2.7 DATA ANALYSIS AND USE OF THE RESULTS**

The essence of monitoring and evaluation and subsequent analysis is to outline key areas of concern to all stakeholders and how communities in the District as a whole is performing with reference to indicators put in place. Whatever outcome could then become a guide in the future decisions and actions of the District Assembly, Assembly sub-structures, Department and Development Partners (Donors). DPCU

will ensure the facilitation of data analysis and institute linkages between projects being undertaken and the Medium Term Development Plan goals and objectives. The results of the analysis will be presented in both tabular and pictorial forms which will include graphs, maps, pie charts, Bar charts, matrices, etc.

## 2.8 FUNDING OF ASSEMBLY PROGRAMMES AND PROJECTS

**Table 33: Sources and Levels of Transfers**

SOURCE	YEAR/AMOUNT(GH¢)			
	2006	2007	2008	2009
<b>DACF</b>	60,4500.00	1,695,700.00	611,600.26	640,249.42
<b>IGF</b>	120,662.60	134,500.00	225,009.89	170,165.90
<b>HIPC</b>	32,000.00	-	20,000.00	26,197.00
<b>CBRDP/VIP</b>	24,000.00	33,000.00	45,236.90	64,252.00
<b>DDF</b>	-	-	-	395,016.26
<b>KfW</b>	-	-	46,719.58	35,339.36

Source: District Finance Office 2010.

## 2.9 M&E INFORMATION SYSTEM

A well functioning computerized information system is required to effectively and efficiently enter data and assess the impact and success of the implementation of programmes and projects. It provides the frame of reference to guide project formulation and establish a comprehensive project list, ease burden of project documentation, supports project implementation units to structure and undertake monitoring of projects.

The Ghana Info database software by the Ghana Statistical Service is currently not available to the district. However, the software currently being use on data management is Excel.

## 2.10 M& E REPORTING MECHANISMS

This will be done in a two tier or levels; the implementation and at the District levels.

### 2.10.1 M&E Reporting at Implementation Level

The Assembly, Departments and Agencies and Substructures will have to report quarterly and at the end of the year submit annual progress reports on their activities with regard to the implementation of programmes, projects and any other

implementation within the area of jurisdiction of the District Planning and Co-ordinating Unit (DPCU) and in conformity to DPCU designed reporting format.

### **2.10.2 M&E Reporting at District Levels**

At this level, the District Planning and Co-ordinating Unit would have to come out with the summary of information from implementers, i.e. Departments, Substructures etc at the District Levels and observations and findings emanating from the monitoring and evaluation exercise carried out using NDPC format. These reports will then be discussed with the implementers and the DPCU and finally submitted to the District Chief Executive, the Presiding Member, the Regional Coordinating Council and other District Assembly actors.

The monitoring report will be prepared based on the outline prescribed below in order to inform all stakeholders:

#### **District M & E reports outline**

Title page

- Name of District
- M & E report for (Time period)

#### **Chapter 1: Introduction**

- 1.1 Purpose of the M & E for the stated period
- 1.2 Process involved and difficulties encountered
- 1.3 Status of implementation of MTDP

#### **Chapter 2: M & E Activities Report**

- 2.1 Programme/Project Status for the quarter or year
- 2.2 Update on disbursements from funding sources
- 2.3 Update on indicators and Targets
- 2.4 Update on critical Development and poverty issues
- 2.5 Participatory M & E and other issues

#### **Chapter 3: The Way Forward**

- 3.1 Key issues addressed and those yet to be addressed
- 3.2 Recommendations

The result will help to assess whether the target set will be achieved or not and the necessary actions needed to be taken will be prescribed.

The DPCU would then brief project actors, communities and sector departments on the progress of work, observations and gaps identified.

This would be done monthly and the reports will be used for the preparation of the quarterly and annual reports.

## **2.11 MONITORING AND EVALUATION DISSEMINATION STRATEGIES**

Data and information on monitoring and evaluation need to be disseminated and used appropriately to direct future decisions and actions. This is intended to ensure that stakeholders and the general public are fully made aware of the achievements of the district. The dissemination of monitoring and evaluation Information and the outcome in terms of achievements of the District Medium Term Development Plan (DMTDP) and any other intervention will be at the District Level.

The stakeholders whom information will be disseminated to are shown in table below;

**Table 34: Key Stakeholders and the Dissemination Technique**

<b>NO.</b>	<b>STAKEHOLDER</b>	<b>DISSEMINATION TECHNIQUE</b>
1.	NDPC	Submission of annual reports
2.	RCC	Submission of quarterly and annual reports
3.	DPCU	Monthly meetings with DPCU members
4.	Local Communities (Chiefs, Queen-Mothers, Area Council Unit Committee Members CSOs and CBOs	Meeting with traditional rulers, Area Council members, Unit Committee members, Opinion leaders, CSOs and CBOs
5.	District Assembly / Assembly members	Organizing workshops for Assembly members
7.	Ministries / Departments	Meeting with the Decentralized Departments
8.	Parliament / members of Parliament	Submission of copies of report for study.
9.	Political Parties	Announcement, discussion and broadcast of Local F.M. Station(s).
10.	Development Partners KfW /World Bank etc Researchers/Institutions	Submission of minutes and quarterly report.
11.	( KNUST, CRI, SRI, Consultants)	Meeting(s) with Consultants and Research Institutions



12.	<b>Media</b> · Printing Media – Pioneer, Daily Graphic · F.M. Stations.	<b>Announcement, discussion and broadcast on          F.M. Stations Publication in the media</b>
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## **2.12 MONITORING AND EVALUATION BUDGET**

Monitoring and Evaluation is primarily meant to institute an efficient system for tracking the progress of programmes and projects objectives in the district and to generate timely reports to the NDPC and other stakeholders through the Regional Planning Co-ordinating Unit. To effectively carryout M&E, it is strongly recommended that the DPCU draw a budget which will require the approval of the District Assembly. The M&E budget for the district is therefore presented in table 33 below:

**Table 35: Detailed M & E BUDGET**

<b>Activity</b>	<b>Input Description</b>	<b>Quantity / Frequency</b>	<b>Estimated Unit Cost (GH¢)</b>	<b>Total Cost (GH¢)</b>
Organize 24 DPCU M&E Review meeting	<u>Stationery</u>			
	Flip chart pads	48	12.00	576.00
	Board markers	14	6.00	84.00
	Reams of A-4 sheets	30	6.00	180.00
	Snacks and Lunch	12 x24	5.00	1,444.00
	Honorarium	12 x24	10.00	2,880.00
<b>SUB-TOTAL</b>				<b>5,164.00</b>
External Training for 6 DPCU Members on computer software for data collection and analysis etc.	Training Materials	6 people	50.00	300.00
	Course Fees	6 people	400.00	2,400.00
	Per diem /Night Allowance.	6 people	350.00	2,100.00
	Accommodation (6weeks)	6 people	800.00	4,800.00
	Feeding Cost (4weeks)	6 people	150.00	900.00
<b>SUB-TOTAL</b>				<b>10,500.00</b>
Organised 4 Local Training for 12 DPCU Members	Snacks and Lunch	12 x 4 x 2days	5.00	480.00
	Honorarium	12 x 4 x 2days	10.00	960.00
	Facilitation Fees	2 x 2 x 4days	50.00	800.00
	Dev't of manuals/Training Materials	--	--	8000.00
	Stationery			
	Flip chart pads	2x3	10.00	60.00
	Board markers	1x3	5.00	15.00

	Reams of A-4 sheets	1x3	5.00	15.00
<b>SUB-TOTAL</b>				<b>10,330.00</b>
Procure Materials and Equipment for M&E activities	Photocopier Toner	4	300	1,200.00
	Laptop Computer	1	2,500.00	2,500.00
<b>SUB-TOTAL</b>				<b>3,700.00</b>
Procure Vehicle and Motorbikes for M&E activities	4x 4 Toyota Hilux	1	30,000.00	30,000.00
	Motorbikes	2	5,000.00	10,000.00
<b>SUB-TOTAL</b>				<b>40,000.00</b>
Training of 100 key Local Stakeholders in M&E methods	Stationery	100.00x2days	300.00	300.00
	Snacks and Lunch			60,000.00
	Honorarium for participants	100.00x2	10.00	2,000.00
	Facilitation	2x2	50.00	200.00
<b>SUB-TOTAL</b>				<b>62,500.00</b>
Carryout DMTDP Mid-Term Evaluation	Fuel for facilitation	10gal x15	4.50	675.00
	Data collection			
	Data validation			
	compilation and analysis meetings	4	420.00	1,680.00
	Toner	2	200.00	400.00
	A-4 sheets	4	5.00	20.00
<b>SUB-TOTAL</b>				<b>2,775.00</b>

Carryout DMTDP End of Implementation Evaluation	Fuel for Facilitation	8gal x 20days	5.40	864.00
	Data Collection and Toner	2	200.00	2500.00 400.00
	A4 sheets Data Validation	5	500	2,500.00
	compilation and analysis meetings			
<b>SUB-TOTAL</b>				<b>6,264.00</b>
Dissemination of M & E Reports	Snacks and Lunch	300 x 4	5.00	6,000.00
	Hono.for facilitation	12 people x 4	30.00	1,440.00
	Fuel	10gals x 2days x 4	5.40	432.00
	Media broadcasting	4	900.00	3,600.00
<b>SUB- TOTAL</b>				<b>11,432.00</b>
Preparation of Quarterly Progress Reports	Fuel	40 x 4	4.50.00	720.00
	A4 sheets	32	5.00	160.00
	Allowance	3x4x4	30.00	1440.00
<b>SUB- TOTAL</b>				<b>2,320.00</b>
Carry out 16 Field visit sessions by 12 DPCU Members	Fuel	700 x 32	5.40	120,960.00
	Allowance	8x 3 x16	15.00	5,760.00
<b>SUB-TOTAL</b>				<b>126,720.00</b>
Preparation of Annual Progress Reports	Fuel	40	5.40	216.00
	Allowance	3x4x4	30.00	1,440.00
	A4 sheets	32	5.00	160.00
<b>SUB-TOTAL</b>				<b>1,816.00</b>
<b>GRAND TOTAL</b>				<b>283,521.00</b>

## **2.13 DEVELOPMENT EVALUATION**

The District Planning and Coordinating Unit (DPCPU) will undertake two major review or assessment of the Medium Term Development Plan.

This will include;

- (1) Mid-Term evaluation
- (2) End of Implementation Evaluation

### **2.13.1 Mid-Term Evaluation**

This will be done by the DPCU in the mid- year of the year 2012. This intervention is intended to facilitate an assessment of the level of projects implementation outlined in the plan.

### **2.13.2 DMTP end of Implementation Evaluation**

This will be done by the DPCU in September-November 2013. The actual work to be done will include;

- (1) The facilitation and assessment of the level of implementation of projects and activities in the Medium Term Development Plan
- (2) The performance of the projects that have been undertaken in view of determining whether objectives and targets have been achieved.
- (3) Determine the changes which the interventions have brought to bear on the people.

### **2.13.3 Other Studies and Evaluations**

- i. **Impact Assessment:** The DPCU would further conduct Social, Economic and Environmental Impact Assessment (EIA) as well as Strategic Environmental Assessment (SEA) to projects and policies that are economically viable, socially equitable and environmentally sustainable.
- ii. **Thematic Evaluation Studies:** Thematic Evaluation Studies would also be conducted to assess the effectiveness of the thematic policies programmes and projects from the experiences gained during implementation of sector strategies.

- iii. **District Poverty Profiling and Mapping:** The preparation of such profiling will help know how poverty manifests itself in relation to space in the district. It will therefore inform decision making and investment of limited resources.
- iv. **Beneficiary Assessment:** Beneficiary assessment tools would also be employed to focus on understanding the opinions of service users on the quality and relevance of the policies, programmes and projects during and after implementation.

## **2.14 PARTICIPATORY M & E**

For effective Participatory Monitoring and Evaluation, there is the need to educate and create awareness among beneficiaries and to involve them in decision making. This is meant to disabuse certain perceptions, especially among the poor and the vulnerable and also to assess whether interventions have met their targets and expectations.

To achieve this, the DPCU will promote partnership between the Assembly and NGOs/CBOs and communities through training, capacity building and strengthening of local counterparts. The DPCU on the other hand would organize workshops for representatives of stakeholders.

The appropriate tools to be used in the District to monitor and evaluate the 2006-2009 MTDP will include:

- i. Citizen report cards.
- ii. Community score cards
- iii. Focus group discussions
- iv. Participatory expenditure tracking of social service expenditure.

## **CHAPTER THREE**

### **OTHER RELEVANT ISSUES**

#### **3.0 Introduction**

This chapter highlights other issues relevant to the effective implementation of the district Monitoring and Evaluation Plan and to what extent the exercise would be sustainable in the District.

#### **3.1 Collaboration with Development Partners, Departments and Agencies**

Already departments and Agencies as well as some Development partners report quarterly and annually. This system of reporting is in line with the Monitoring and Evaluation calendar of the district Monitoring and Evaluation Plan. What is left to be done is to come with a common reporting format and supply to departments and other development Partners. The essence of this is to obtain relevant data to measure M&E indicators and to track progress of implementation of DMTDP.

#### **3.2 Preparation and Implementation of District Annual Action Plans**

The DPCU would ensure the facilitation of the preparation and implementation of District Assembly and Departmental Annual Action Plans come from the District Medium Term Plan. This is necessary because annual action plans are important in the effective implementation Monitoring and Evaluation of the DMTDP.

#### **3.3 Operationalisation of the Monitoring And Evaluation Plan**

The DPCU will facilitate the following to ensure effective operationalisation of the District Monitoring and evaluation Plan.

- (1) Development of Data collection and reporting formats for Town and Area Councils, Departments and other Agencies.
- (2) The need to establish District and Area Council Monitoring Teams and that of Departments and Agencies. This will then become the focal point for the M&E data collection and reporting.
- (3) Mobilization of resources from both internal and external sources to finance implementation of activities in question.
- (4) The need to disseminate the Monitoring and Evaluation Plan to stakeholders e.g. Area Councils and Departments.

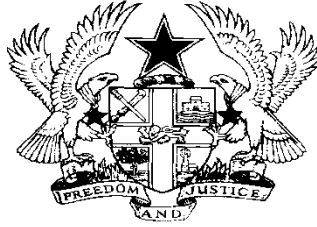
# AMANSIE CENTRAL DISTRICT ASSEMBLY

In case of reply the number and date of this letter should be quoted.

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Our Ref: SL.12/29/01/25

Your Ref: .....



OFFICE OF THE DISTRICT ADMINISTRATION  
POST OFFICE BOX 7

JACOBU - ASHANTI.

GHANA - W/A

16<sup>TH</sup> MARCH, 2011

REPUBLIC OF GHANA

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## **SUBMISSION OF MONITORING AND EVALUATION PLAN FOR THE DMTDP (2010-2013)**

I forward herewith, the above document for your study and necessary action, please.

For: DISTRICT CHIEF EXECUTIVE  
(TWENE K. DONKOR)  
DIST. PLANNING OFFICER

THE DIRECTOR  
NDPC  
ACCRA

Cc: The Reg. Planning Officer  
Regional Coord. Council  
Kumasi-Ashanti