

# **BIA DISTRICT ASSEMBLY**

## **DISTRICT MONITORING AND EVALUATION PLAN (2010 – 2013)**

**FOR**

## **IMPLEMENTATION OF THE 2010 – 2013 DISTRICT MEDIUM TERM DEVELOPMENT PLAN (DMTDP)**

**Prepared by :  
District Planning Co-Ordinating Unit  
Bia District Assembly  
Essam – Debiso**

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## LIST OF ABBREVIATIONS

AC	-	Area Council
AIDS	-	Acquired Immune Deficiency Syndrome
BECE	-	Basic Education Certificate Examination
CBOs	-	Community Based Organizations
CBRDP	-	Community Based Rural Development Project
CSOs	-	Civil Society Organizations
CWSA	-	Community Water and Sanitation Agency
DA	-	District Assembly
DACF	-	District Assembly Common Fund
DCD	-	Department of Community Development
DDE	-	District Directorate of Education
DEHU	-	District Environmental Health Unit
DFR	-	Department of Feeder Roads
DHD	-	District Health Directorate
DISEC	-	District Security Council
DM&EP	-	District Monitoring and Evaluation Plan
DMTDP	-	District Medium Term Development Plan
DPCU	-	District Planning Co-ordinating Unit
DSW	-	Department of Social Welfare
DWD	-	District Wildlife Division
DWST	-	District Water and Sanitation Team

EPA	-	Environmental Protection Agency
FBOs	-	Faith Based Organizations
GAC	-	Ghana Aids Committee
GES	-	Ghana Education Service
GHA	-	Ghana Highway Authority
GLS	-	Ghana Living Survey
GOG	-	Government of Ghana
GPRS I	-	Ghana Poverty Reduction Strategy I
GPRS II	-	Growth and Poverty Reduction Strategy II
GSGDA	-	Ghana Shared Growth and Development Agenda
GSS	-	Ghana Statistical Service
GTB	-	Ghana Tourist Board
HIPC	-	Highly Indebted Poor Country
HIV	-	Human Immunodeficiency Virus
ICT	-	Information Communication and Technology
IGF	-	Internally Generated Fund
JHS	-	Junior High School
KG	-	Kilogramme
KM	-	Kilometre
MDAs	-	Ministries, Departments and Agencies
M & E	-	Monitoring and Evaluation
MMYE	-	Ministry of Manpower, Youth and Employment
MMDAs	-	Metropolitan, Municipal and District Assemblies

MLGRD	-	Ministry of Local Government Rural Development
MOC	-	Ministry of Communication
iv		
MOESS	-	Ministry of Education, Science & Sports
MOFA	-	Ministry of Food and Agriculture
MOFEP	-	Ministry of Finance and Economic Planning
MOH	-	Ministry of Health
MOI	-	Ministry of Interior
MOT	-	Ministry of Transportation
MOTI	-	Ministry of Trade & Industry
MT	-	Ministry of Tourism
NALAG	-	National Association of Local Authorities of Ghana
NBSSI	-	National Board for Small Scale Industries
NCA	-	National Communication Authority
NDPC	-	National Development Planning Commission
NGOs	-	Non-Governmental Organisations
NYEP	-	National Youth Employment Programme
PLWHA	-	People Living with HIV/AIDS
RCC	-	Regional Co-ordinating Council
RPCU	-	Regional Planning Co-ordinating Unit
SHS	-	Senior High School
STDs	-	Sexually Transmitted Diseases
TA	-	Traditional Authority
UC	-	Unit Committee
WRCC	-	Western Regional Co-ordinating Council

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# EXECUTIVE SUMMARY

## 0.1 GENERAL INTRODUCTION

The District Monitoring and Evaluation Plan (DM&EP) has been prepared in line with the National Development Planning Commission (NDPC) guidelines for preparing DM&EP. The purpose of this DM&EP is to institute a more effective and efficient system for tracking the progress of development programmes and projects set out in the DMTDP and other institutions in the District as well as to generate timely reports and reliable and valid information to NDPC and other stakeholders through RPCU to help Government make some policies and decisions.

The Plan preparation was participatory. The District Assembly through the District Coordinating Unit (DPCU) involved all key stakeholders. The involvement of the stakeholders was to ensure acceptance and commitment to plan implementation to achieve the desired results to improve quality of life of the people.

## 0.2 THE STRUCTURE OF THE PLAN

The document is structured in accordance with the guidelines prepared by NDPC for drawing District Monitoring and Evaluation Plans as indicated in Chapters Three of the guidelines and presented below:

- Chapter 1:           General Introduction
  - 1.1   Introduction
  - 1.2   Goals and Objectives of DMTDP
  - 1.3   Purpose of the M & E Plan.
  - 1.4   Implementation status of the DMTDP
  
- Chapter 2:           M & E Activities
  - 2.1   Identification and Analysis of stakeholders
  - 2.2   M & E conditions and capacities
  - 2.3   M & E Indicators and Targets
  - 2.4   M & E Matrix
  - 2.5   M & E Calendar
  - 2.6   Data Collection and Collation
  - 2.7   Data Analysis and use of the results
  - 2.8   M & E Reporting
  - 2.9   Dissemination of Reports
  - 2.10  M & E Budget
  - 2.11  Development Evaluation
  - 2.12  Participatory M & E
  
- Chapter 3:           Other issues of Relevance to M & E
  - 3.1   Collaboration with Development Partners
  - 3.2   Process of Developing the M & E Plan



### 0.3 BRIEF INTRODUCTION

The Ghana Poverty Reduction Strategy (GPRS I, 2002-2005) which focused on poverty reduction programmes and projects and the Growth and Poverty Reduction Strategy (GPRS II, 2006-2009) which is on growth inducing programmes and the Ghana Shared Growth and Development Agenda (GSGDA 2010 – 2013) which also places emphasis on human development, transparent and accountable governance and infrastructural development in support of agricultural modernisation, natural resource management particularly oil and gas, private sector development, ICT, housing and energy for accelerated employment creation and income generation for poverty reduction are all examples of areas which government pumps a lot of resources into the economy.

However, to ensure that all DMTDPs and other interventions which are drawn based on GSGDA are fully implemented, monitored and evaluated at the District levels, there is the need for all districts to apply or follow monitoring and evaluation tools through a well structured DM&EP, hence the preparation or formulation of this District Monitoring and Evaluation Plan.

#### 0.3.1 Goal and Objectives of DMTDP

The Bia District Assembly in exercising its planning authority /functions in the district has set its main broad goal for the next four years as; *to provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.*

Based on the above goal, the various objectives and strategies identified by the district stakeholders to address the key development problems of the district in order to move towards achieving the goal are outlined under GSGDA in pages 4 and 5.

#### 0.3.2 Purpose of the M & E Plan

The fact that resources are limited/scarce while societal needs are unlimited, there is therefore the need for results based monitoring and evaluation systems put in place to ensure value for money in the execution of any development policy/ programme.

In this regard, the purpose of this plan is to institute an effective and efficient system for tracking the progress of development programmes and projects set out in DMTDP and other interventions in the district, and to generate timely reports as well as reliable and valid information to NDPC and other relevant stakeholders through RPCU to help government make sound policies and decisions. It is meant to assist MMDAs to measure progress towards the achievement of the DMTDP stated goals and objectives in a structured manner/way.

### **0.3.3 Implementation Status of the DMTDP**

The full status of implementation of the programmes/projects in the DMTDP and other on-going ones of both the central administration and decentralized departments are provided under chapter two, sub-chapter 2.7.

However, during the end of year DPCU meeting for 2010, it was realised that out of 98 development projects earmarked for implementation in the 2010-2013 DMTDP, 52 projects were selected to prepare the Assembly's 2010 Development Budget for implementation to improve the living conditions of the people in relation to GSGDA.

The implication of the assembly's inability to execute all projects in 2010 Action Plan implies that the District vision to achieve all the above stated objectives in order to move towards the broad goal of improving the living standards of the people may / will not be fully realized.

## **0.4 M & E ACTIVITIES**

The Strategies adopted to prepare this plan to be able to monitor and evaluate the DMTDP and other interventions to ensure value for money to improve quality of life of the people include the following sequence of activities:

- a. Identification and analysis of stakeholders
- b. Monitoring and Evaluation conditions and capabilities
- c. Monitoring and Evaluation Indicators and Targets
- d. Monitoring and Evaluation Matrix
- e. Monitoring and Evaluation Calendar
- f. Data Collection and Collation
- g. Data Analysis and use of the results
- h. M & E Reporting
- i. Dissemination of Reports
- j. M & E Budget
- k. Development Evaluation
- l. Participatory M & E

## **0.5 OTHER ISSUES OF RELEVANCE TO M & E**

The District Assembly, for that matter DPCU will co-ordinate and collaborate effectively and efficiently with its development partners to mobilise and utilise both local and external resources to conduct strategic monitoring and evaluation activities to track progress of development projects in the district. This will ensure value for money and improve the quality of life of the people.

## CHAPTER ONE

### GENERAL INTRODUCTION

#### 1.1 INTRODUCTION

The Government of Ghana in collaboration with its development Partners commit huge sums of money and other resources every fiscal year to support wide range of development interventions (Programmes and Projects) that are geared towards improving the socio-economic conditions of the country.

The Ghana Poverty Reduction Strategy (GPRS I, 2002-2005) which focused on poverty reduction programmes and projects and the Growth and Poverty Reduction Strategy (GPRS II, 2006-2009) which is on growth inducing programmes and the Ghana Shared Growth and Development Agenda (GSGDA 2010 – 2013) which also places emphasis on human development, transparent and accountable governance and infrastructural development in support of agricultural modernisation, natural resource management particularly oil and gas, private sector development, ICT, housing and energy for accelerated employment creation and income generation for poverty reduction are all examples of areas which government pumps a lot of resources into the economy.

In this regard, all government agencies at the sector ministries, regions and particularly districts which are responsible for the implementation of all government development interventions (Programmes and Projects) at the local level which have desired impacts of positively transforming the lives of the people, are tasked to prepare Medium Term Development Plans based on the GSGDA 2010- 2013 thematic areas to execute these development interventions.

However, to ensure that all these District Medium Term Development Plans (DMTDPs) and other interventions are fully implemented, monitored and evaluated at the District levels, there is the need for all districts to apply or follow a National Monitoring and Evaluation tools/systems through a well structured District Monitoring and Evaluation Plan. Hence, the preparation of the District Monitoring and Evaluation Plan for 2010- 2013.

#### 1.2 THE GOAL AND OBJECTIVES OF DISTRICT MEDIUM TERM DEVELOPMENT PLAN (DMTDP 2010 - 2013)

##### 1.2.1 The DMTDP Goal

The Bia District Assembly in exercising its planning authority /functions in the district has set its main broad goal for the next four years as; *to provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.*

However, the sector /project specific goals formulated to achieve / arrive at the broad District Goal under GSGDA are to;

**A.Enhancing Competiveness in Ghana’s Private Sector**

- Improve facilities at market centres
- Enhance/improve access to credit/loan facilities
- Develop micro, small and medium scale enterprises
- Develop the tourism potentials of the district

**B.Accerelated Agriculture Modernisation and Sustainable Natural Resources Management**

- Improve the overall performance of the agriculture sector in the district
- Ensure sustainable natural resources exploitation and management

**C.Infrastructure, Energy and Human Settlement**

- Improve the roads conditions in the district
- Improve access to ICT facilities
- Improve access to reliable electricity supply
- Improve access to potable water supply
- Improve environmental sanitation and personal hygiene
- Develop planning schemes/development control measures
- Provide adequate and comfortable office and residential accommodation for District Assembly staff and other departments

**D.Human Development, Productivity and Employment**

- Improve academic performance
- Ensure quality health care delivery
- Reduce the spread of HIV/AIDS
- Reduce high population growth rate
- Create employment opportunities for the people

**E.Transparent and Accountable Governance**

- Strengthen sub-district level structures
- Improve the Assembly’s internally generated revenue
- Reduce/eliminate worst forms of child labour
- Enhance and sustain women participation in decision – making at all levels
- Enhance and sustain girl child education at all levels
- Increase support for the vulnerable and excluded

**1.2.2 The District Medium Term Development Plan (DMTDP) Objectives.**

The various objectives identified by the District’s stakeholders to address key development problems of the District in order to move towards achieving the various sector specific goals and the ultimate goal of poverty reduction and improved living standards of the people under the GSGDA Pillars include:

**1. *Enhancing Competitiveness in Ghana's Private sector***

- To provide modern facilities at four market centres in the district by December 2013
- To increase farmers/enterprises accessibility to credit /loans from 20% to 35% by December 2013.
- To promote the establishment of 10 micro small and medium scale industries by December 2013.
- To develop 5 tourist attraction sites by December 2013

**2. *Accelerated Agriculture Modernisation and Sustainable Natural Resources Management.***

- To improve the level of agricultural technological practices of 100 farmers Based Organisations by December 2013.
- To encourage 10,000 farmers to enter into production of crops by December 2012.
- To encourage 200 farmers Based Organisations to adopt sound agricultural practices by 2013.
- To reduce overexploitation of the natural resources by half in December 2013.

**3. *Infrastructure, Energy and Human Settlement.***

- To tar about 50km of the Main highway by December 2013.
- To rehabilitate 12 major feeder roads of 200km by December 2013.
- To maintain all farm tracks in the district by December 2013
- To expand electricity in 8 communities and extend electricity to 32 new communities by the end of 2013.
- To increase the supply of potable water from 35% to 80% by December 2013.
- To provide public and private place of convenience in the 5 Area Councils, capitals and 100 household toilets by December 2013 respectively
- To increase the level of sanitary equipment to about 40% by December 2013
- To create awareness of environmental issues in all major communities by December 2013
- To draw layouts for 4 major towns in the district by December 2013

**4. *Human Development, Productivity and Employment.***

- To increase school infrastructure in 12 communities and rehabilitate 8 old schools by December 2013
- To increase the number of trained teachers from 167(15.8%) of staff strength in 2010 to 35% by December 2013.
- To supply 3,000 dual and mono desks ,other text and exercise books and free uniforms by December 2013
- To equip health facilities with necessary equipment and logistics by December 2013.

- To retain and attract the required number of health personnel by December 2013.
- To intensify education in all major communities on Behavioural change by December 2012
- To reduce stigmatisation on PLWHA
- To create 1,500 jobs for the people in the district by December 2013.
- To attract at least 5 investors to invest in the district economy by December 2013.
- To build capacity of 200 artisans and technicians by December 2013.

### ***5. Transparent and Accountable Governance***

- To equip Area Councils and Unit Committees with skills and resources to carry out their constitutional roles effectively by December 2011.
- To achieve 100% annual revenue collection target by December 2012
- To eliminate worse forms of child labour completely in the district by December 2012.
- To increase women participation in decision making by December 2013.
- To empower 100 women to effectively take-up social and economic responsibilities by December 2013.
- To increase and sustain girl child education in schools particularly in JHS and SHS by December 2013.
- To register all the vulnerable and excluded in the district by December 2011
- To equip the social welfare Department with the necessary logistics to enable the office gather data on the vulnerable and excluded
- To support and integrate the vulnerable and excluded into the society.

## **1.3 PURPOSE OF THE MONITORING AND EVALUATION PLAN**

Monitoring is a systematic collection of data on specified indicators to track the use of resources and progress towards the achievement of stated goals, objectives and outputs.

Evaluation is the systematic and objective assessment of the design, implementation and results of an on-going or completed projected, programme or policy. It commonly seeks to determine the efficiency, effectiveness, impact, sustainability and relevance of the project or organization's objectives.

However, the main result that monitoring and evaluation seeks to achieve is that provision of services are improved continually through informed decision-making and social learning, leading to socio-economic development of the society.

The fact that resources are limited / scarce while societal needs are unlimited, there is therefore the need for results based monitoring and evaluation systems put in place to ensure value for money in the execution of any development policy / programme. Hence, the paradigm shift of monitoring and evaluation techniques in the country now from being implementation base (i.e. emphasized on the implementation of activities ) to being results – based (assessing if real changes have occurred).

With this new approach to monitoring and evaluation, the District Monitoring and Evaluation Plan aims among other things to institute an effective and efficient system for tracking the progress of development programmes and projects set out in DMTDP and other interventions in the District and to generate timely reports and reliable and valid information to DA, NDPC and other Stakeholders through RPCU to help Government make sound policies and decisions. It is meant to assist MMDAs to measure progress towards the achievement of the DMTDP stated goals and objectives in a structured manner/way.

Systematic monitoring and evaluation of the DMTDP and reporting will indicate the extent of progress made towards the implementation of GSGDA and will further help achieve the following specific purposes:

- a. To assess whether DMTDP developmental targets were being met.
- b. To identify achievements, constraints and failures so that improvements can be made to the DMTDP and project designs to achieve better impact.
- c. To identify the appropriate interventions that will increase the responsiveness of targeted beneficiaries.
- d. To provide information for effective co-ordination of the district development at the regional level.
- e. To document lessons learned from the implementation of programmes and projects.
- f. To improve service delivery at the local level and influence allocation of resources in the district.
- g. To demonstrate results to stakeholders as part of accountability transparency.
- h. To reinforce ownership of the DMTDP and build the M & E capacity within the Bia District.

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

The Bia District Assembly finished the preparation of the first Draft of its Medium Term Development Plan for 2010 – 2013 in February, 2011 and submitted copies of the Draft Plan to WRCC and NDPC for co-ordination and harmonization.

The District Assembly has conducted its first public hearing and is yet to conduct the second public hearing for the adoption of the plan. This will pave the way and give the Assembly legal backing to implement the various programmes and projects earmarked in the plan to effect positive changes in the lives of the people.

However, as development is not static but a continuous process, the District Assembly started the implementation of the 2010 – 2013 DMTDP in 2010 by drawing its 2010 Development Budget Estimates based on the programmes and projects in the 2010 Annual Action Plan in the DMTDP. This was done through the selection of objectives, programmes, projects/activities in the just ended 2006-2009 DMTDP which were still relevant and on-going programmes/projects that could not be completed within the 2006-2009 DMTDP period to form as basis of drawing the Annual Action Plans in the 2011-2013 DMTDP.

However, during the end of year DPCU meeting for 2010, it was realised that out of 98 development projects earmarked for implementation in the 2010-2013 DMTDP, 52 projects were selected to prepare the Assembly's 2010 Development Budget for implementation to improve the living conditions of the people in relation to GSGDA.

The review further showed that under Enhancing Competitiveness in Ghana's Private Sector out of 9 projects 2 projects are being implemented while under Accelerated Agriculture Modernisation and Natural Resources Management out of 9 projects, 2 projects have been selected for implementation. Under Infrastructure, Energy and Human Settlement, out of 38 projects earmarked for implementation, 30 projects are being executed. Under Human Development, Productivity and Employment, 17 projects are also being implemented out of 20 projects earmarked for execution in the Action Plan while under Transparent and Accountable Governance only 3 projects have been selected for execution out of 25 projects earmarked for implementation.

The full status of implementation of these projects and other on-going ones of both the central administration and decentralised departments are provided under chapter two, **sub-chapter 2.7**.

The Assembly could execute 55.10% of the programmes / projects earmarked for implementation in 2010 Action Plan due to inadequate funds and supports / logistics.

The implication of the Assembly's inability to execute all projects in 2010 Action Plan implies that the District vision to achieve all the above stated objectives in order to move towards the broad goal of improving the living standards of the people may / will not be fully realized.

To be able to implement subsequent projects in the plan, there is the need for the Assembly to source adequate funds and support from its development partners and strategize very well to improve its internally generated revenue as put in its indicative financial resource plan of DMTDP.



## CHAPTER TWO

### MONITORING AND EVALUATION ACTIVITIES.

#### 2.1 IDENTIFICATION AND ANALYSIS OF STAKEHOLDERS

The identification and analysis of stakeholders is very important in any development aspiration/process. This is done to ascertain their interest and full participation in the process, which will lead to success of the process and a sustained capacity building, dissemination and demand for monitoring and Evaluation results.

The stakeholders who are directly and indirectly involved in issues and strategies towards the poverty reduction and total development of the Bia District are indicated in the table 2.

**Table 2.1: Summary Sheet for Stakeholders and their Interests/Needs and Responsibilities**

<b>Stakeholders</b>	<b>Classification</b>	<b>Expectations/Interests</b>	<b>Responsibilities</b>	<b>Involvement of Stakeholders in M&amp;E Activities</b>
1.MLGRD	Policy Maker	-Provide efficient administration within the District	-Policy formulation for the District.  -Facilitate the activities / services at the local level.	- Provision of logistics for M& E activities.  - Formulation of bye-laws  - Provision of services
2.MoFEP	Policy Maker	-Practices of prudent financial management	-Policy formulation in macro and micro economy	- Prudent Financial Management practices
3.DACF-Secretariat	Policy Maker	-Timely submission of financial reports.  -Strict compliance with guidelines for the DACF utilization	-Formulate guidelines on the DACF utilization.	- Utilization of DACF at the local level.
4.RCC and other MDAs	Policy harmonisation and co-ordination	-Timely submission of reports on programmes and projects in the District.	-Co-ordination and harmonisation of the activities of the District.  -Give policy direction.	- Provision of training for stakeholders.  - Quarterly and Mid-year review of M& E activities
5.Assembly Members	Policy Maker	-Provision of basic infrastructure  -Maintenance of law and order	-Formulate bye-laws  -Disseminate information to the electorate	- Dissemination of M & E reports.  - Awareness creation - Co-opted to assist in M&E activities.

6.NGOs	Service Provider	<ul style="list-style-type: none"> <li>-Full participation in the development of the District.</li> <li>-Ensure good governance.</li> </ul>	<ul style="list-style-type: none"> <li>-Organise the community to undertake projects.</li> <li>-Provide resources to the communities.</li> <li>-Build capacity of communities and Assembly through training</li> </ul>	<ul style="list-style-type: none"> <li>- Provision of training for stakeholders.</li> <li>- Provision of logistics for M&amp;E activities.</li> <li>- Quarterly, Mid-year and Annual review meetings.</li> </ul>
7. Civil Society Organisation. (F.B.Os, CBOs)	Service Provider	<ul style="list-style-type: none"> <li>-Ensure good governance</li> </ul>	<ul style="list-style-type: none"> <li>-Undertake advocacy roles on behalf of communities and interest groups.</li> <li>-Initiate social audit process to communities to demand accountability</li> <li>-Undertake civic responsibility in the District.</li> </ul>	<ul style="list-style-type: none"> <li>- Awareness creation</li> <li>- Co-opted to assist in M&amp;E activities.</li> <li>- Mid-year and Annual review meetings.</li> </ul>
8.Traditional Authority	Policy Maker	<ul style="list-style-type: none"> <li>-Provision of adequate basic socio-economic infrastructure</li> <li>-Maintenance of law and order</li> <li>-Preservation of traditional values.</li> </ul>	<ul style="list-style-type: none"> <li>-Mobilise human and material resource for development.</li> <li>-Ensure peace and security in their Divisional Areas</li> <li>-Release land for development</li> </ul>	<ul style="list-style-type: none"> <li>- Awareness creation</li> <li>- Mid-year and Annual review meetings.</li> </ul>
9.Local Communities	Service Provider	<ul style="list-style-type: none"> <li>-Adequate provision of basic socio-economic infrastructure facilities</li> <li>-Demand accountability</li> </ul>	<ul style="list-style-type: none"> <li>-Pay taxes regularly</li> <li>-Self-help and communal labour</li> <li>-Support data collection</li> </ul>	<ul style="list-style-type: none"> <li>- Assisting in M &amp; E activities.</li> </ul>
10.Private Sector/Donors	Service Provider	<ul style="list-style-type: none"> <li>-Necessary working environment created.</li> <li>-Prudent financial management and accountability</li> </ul>	<ul style="list-style-type: none"> <li>-Provide resources for the development of the district</li> <li>-Demand accountability from DA</li> </ul>	<ul style="list-style-type: none"> <li>- Training of stakeholders (capacity building)</li> <li>- Provision of logistics for M&amp;E activities</li> </ul>

		-Good governance	-Provide support to DA to implement programmes.	- Mid-year and Annual review meetings.
11.Fuel Dealers	Service Provider	-Good road to enhance easy transportation -Prompt payment of fuel bought -Good working relation	-Ensure adequate/regular supply of fuel in the district -Comply with government policies and directives on fuel. -Pay taxes	- Mid-year and Annual review meetings.
12.Farmers/Traders	Service Provider	-Easy access to marketing centres -Access to credit facilities with low interest rates -Availability of inputs and low prices of inputs -Good market infrastructure with sanitary facilities	-Produce adequate food and cash crops -Good farming practices to sustain the environment -Pay back credits offered them -Pay taxes regularly	- Awareness creation
13.Financial Institutions	Service Provider	-Use of financial institution in all transactions -Get more customers to mobilise more resources	-Provide quality banking service to the people	- Mid-year and Annual review meetings.
14.Security Agencies	Service Provider	-Law and order in the District (citizens obey laws in the society)	-Provide adequate security for all the people in the District	- Mid-year and Annual review meetings.

15. Contractors and Suppliers	Service Providers	-Get more contracts	-Speedy and effective/efficient execution of contracts	
16. Schools	Human Resource Developer	-Increase in enrolment -Adequate teaching and learning materials -Adequate school blocks provided -Available scholarship	-Provision of quality education to pupils and students -To ensure good academic performance.	-Awareness creation
17. Decentralised Departments	Policy Implementer	-Adequate support from Central Administration to implement programmes -Effective co-ordination between central administration and decentralised departments.	-Report regularly to the Assembly. -Ensure effective implementation of all government policies. -Response quickly to all correspondence	- Provision of training for stakeholders - Provision of logistics for M & E activities. -Quarterly, Mid-year and Annual review meetings. - Assisting in M & E activities.
18. Staff of the Assembly	Service Provider and Policy co-ordination	-Good working environment created -Adequately rewarded in terms of pay and capacity development	-Provide quality service to the people -Respond quickly to all correspondence	- Awareness creation - Training of stakeholders - All review meetings - Assisting in M&E activities
19. Media	Service Provider	Necessary environment created for freedom of expression	-Undertake agenda setting by leading debate on policy and developmental issues in local governance -Informs, educates and entertains the public/people	- Awareness creation - Organisation of review meetings

			<ul style="list-style-type: none"> <li>-Promotes dialogue among stakeholders</li> <li>-Plays a watchdog role.</li> </ul>	
20. Member of Parliament	Policy Maker	<ul style="list-style-type: none"> <li>- Provision of quality services to constituents.</li> <li>- Peace and Security in the constituency.</li> </ul>	<ul style="list-style-type: none"> <li>- Briefing of constituents on government policies.</li> </ul>	<ul style="list-style-type: none"> <li>- Awareness creation</li> <li>- All review meetings</li> </ul>
21. Political Parties	Policy Maker	<ul style="list-style-type: none"> <li>- Speedy development of the district.</li> </ul>	<ul style="list-style-type: none"> <li>- Evaluate performance of government (DA)</li> </ul>	<ul style="list-style-type: none"> <li>-Awareness creation.</li> <li>- Assisting in M&amp;E activities.</li> <li>- Mid-year and Annual review meetings.</li> </ul>
22.Assembly Sub-Structures ( Area Councils & Unit Committees)	Policy Maker/Implementer	<ul style="list-style-type: none"> <li>-Provision of basic infrastructure</li> <li>-Maintenance of law and order</li> </ul>	<ul style="list-style-type: none"> <li>-Formulate bye-laws</li> <li>-Disseminate information to the electorate</li> </ul>	<ul style="list-style-type: none"> <li>- Dissemination of M &amp; E reports.</li> <li>- Awareness creation</li> <li>-Aassist in M&amp;E activities.</li> <li>-Data Collection</li> </ul>

## 2.2 MONITORING AND EVALUATION CONDITIONS AND CAPACITIES

The next important step in the District Monitoring and Evaluation Plan after identifying the major stakeholders is the assessment of the capabilities of the District to develop and implement the M&E Plan to achieve results.

This aspect does not only look at the financial resources for Monitoring and Evaluation but also experienced personnel who can assist in planning and conducting Monitoring and Evaluation activities. It implies the assessment of the status, conditions, needs and M&E capacity in the District and also means of determining the capacity of the Assembly to manage Information and Communication Technology (ICT). The main rationale of this step is to ensure that the appropriate incentives, material and human resources are adequately mobilised for effective DMTDP implementation, monitoring and evaluation.

The District capacity to implement the M&E activities is indicated in DPCU capacity and management index in table 2.2

**Table2.2: DPCU Capacity and Management Index.**

Capacity Indicators	Score=1	Score=5	Score=10	% Score
1.Qualification of personnel	-	-	10	62.5
2.Staff Compliment	-	-	10	62.5
3.M&E Skills of knowledge	-	-	10	62.5
4.Availability of funds	-	-	10	62.5
5.Utilization of funds	-	-	10	62.5
6.Timely Access to funds	-	5	-	31.3
7.Leadership	-	-	10	62.5
8.Management	-	-	10	62.5
9.Workload	-	-	10	31.3
10.Motivation and Incentives	-	5	-	31.3
11.Equipment/facilities	1	-	-	6.3
<b>Total Score</b>	<b>1</b>	<b>10</b>	<b>80</b>	<b>51.70</b>

**Table 2.3: Solutions for Management Capacity Challenges of the District**

<b>Constraints</b>	<b>Solutions</b>	<b>Capacity and Resources Requirements</b>	<b>Training</b>	<b>Technical Support</b>
1. Inadequate personnel/accommodation	-Recruitment of requisite personnel/provision of offices for some departments	-Technical expertise  -Funds  -Mterials	Courses on: -.Monitoring and Evaluation	-External facilitators eg consultants to give technical support for DPCU members and other stakeholders.
2. Poor Road Network	-Periodic maintenance of road network.		- Development Planning	
3. Late release of DACF, HIPC, CBRDP funds.	-Early release of DACF, GetFUND, CBRDP funds etc.		- Proposal writing	-DA technical staff eg works and planning units.
4. Insufficient funds for M&E	-Provision of adequate funds for M&E.		- Team and Consensus building.	
5. Inadequate Logistics eg. Vehicle, office equipment etc.	-Provision of logistics eg. Vehicle, office, equipment etc.		- Database management and other computer programmes	-Transfer of technical skills from donor Agencies eg CBRDP etc
6. Limited access to health facilities.	-Improved access to health facilities.		- Report writing.	
7. Poor communication system.	-Improve communication system.		- Capacity Building workshop for DPCU and other stakeholders.	
8.Poor Sanitation facilities.	-Improve Sanitation facilities			
9. Inadequate water facilities.	-Provision of adequate water facilities by seeking assistance from DA, NGOs etc.			
10.High rate of illiteracy	Improve literacy rate.			



## 2.3 MONITORING AND EVALUATION INDICATORS AND TARGETS.

This section looks at the possible/most appropriate indicators and targets that are achievable and directly related to the DMTDP goals and objectives. The appropriate indicators are needed to measure progress whilst the targets will serve as sign-post that will lead the District to the stated goals and objectives of the DMTDP as indicated in chapter one of this Plan.

In addition to the core indicators defined by NPDC, the District in collaboration with Decentralised Departments, Donors, CBOs, NGOs, RPCU, Sub-district level structures, and other stakeholders, has through participatory and collaborative process, determined District specific indicators for monitoring and evaluation in the District. This is shown in table 2.4.

**Table 2.4: Core District Indicators**

	<b>Indicator (Categorised by GSGDA Thematic Areas)</b>	<b>National Baseline (2005)</b>	<b>National Target (2009)</b>
No	<b>A.ENHANCING COMPETITIVENESS IN GHANA'S PRIVATE SECTOR</b>		
1.	Percentage (%) increase in tourist arrivals	10%	14%
	<b>B.ACCELERATED AGRICULTURE MODERNISATION AND SUSTAINABLE NATURAL RESOURCES MANAGEMENT</b>		
1	Percentage(%) increase in field of selected crops, livestock and fish	-Maize=0.35 -Rice(milled)=0.06 -Cassava=0.52 -Yam=0.45 -Pineapple=0.10 -Pawpaw=0.07 -Mango=0.07 -Banana=0.05	0.52 1.56 0.76 0.65 0.14 0.09 0.10 0.09
2	Hectares of degraded forest ,mining ,dry and wet lands rehabilitated /restored a. Forest b. Mining c. Dry and Wetland	-10,000 ha(Gov't and private) -Small Scale:205ha -Large Scale: Na	20,000 ha
	<b>C .INFRASTRUCTURE ,ENERGY AND HUMAN SETTLEMENT</b>		
1.	Proportion /length of roads maintained and rehabilitated -Trunk Roads(in Km) -Urban Roads(in Km) -Feeder Roads(in Km)	-12,127 -2,972 -17,117	-13,260 -5,173 -26,913
2.	Teledensity /Penetration Rate	15% Fixed Line 1.7% Mobile 13.3%	30%
3.	Percentage (%) change in number of households with access to electricity	1,313,825	Increase by 12%

4.	Percentage (%) population with sustainable access to safe water sources	57%	60%
5.	Percentage (%) of population with access to improved sanitation (flush ,toilet, KVIP, Household Latrine)	111	
	<b>D. HUMAN DEVELOPMENT, PRODUCTIVITY AND EMPLOYMENT</b>		
1.	A. Gross Enrolment Rate(indicates the number of pupils /students at a given level of schooling-regardless of age as proportion of the number of children in the relevant age group) -Primary -JHS -SHS  B. Net Admission Rate in Primary Schools (Indicates Primary one enrolment of pupils aged 6 years)	-87.50% -72.80% -25.58%  -26.20%	-99.00% -86.60% -30.90%
2.	Gender Parity index( Ration between girls and boys enrolment rates, the balance of parity is 1.00)	KG 0.98 Primary 0.93 JHS 0.88 SHS 43.50% TVET 85.90%	KG 1.00 Pri. 1.00 JHS 1.00 SHS 46.0% TVET 31.4%
3.	Maternal Mortality Ration( Number of deaths due to Pregnancy and childbirth per 100,000 live births)	214	
4.	Under –Five Mortality Rate( Number of deaths occurring between birth and exact age five per 1000 live birth)	111	
5.	Malaria case fatality in children under five years per 10,000 population	2.8%	
6.	HIV/AIDS prevalence rate(% of adult population ,15-49 years HIV positive)	3.4%	
7.	Proportion of unemployed youth benefiting from skills /apprenticeship and entrepreneurial training		
	<b>E. TRANSPARENT AND ACCOUNTABLE GOVERNANCE</b>		
1.	Total amount of internally generated revenue		
2.	Amount of Development Partners and NGO's funds contribution to DMTDP implementation		
3.	Percentage (%) of DA expenditure within the DMTDP budget (How much of DA's expenditure was not in the annual budgets)		
4.	Number of reported cases of abuse (children ,women and men)		
5.	Police citizen ratio	1:925	1:500(UN ratio)

**Table 2.5: Specific District Indicators**

<b>No</b>	<b>Indicator (categorised by GSGDA II Thematic Areas)</b>	<b>District Baseline (2010)</b>	<b>District Target (2013)</b>
	<b>1.ENHANCING COMPETITIVENES IN GHANA’S PRIVATE SECTOR</b>		
1	Percentage(%)/ Number of micro, small and medium enterprises with access to credit/loan	Not available	
2	Number of market centres with improved facilities	1	4-Essam, Debiso, Yawmatwa & Adjoafua
3	Tourism receptive facilities improved at tourism attraction sites: -Water -Road  -Accommodation -Electricity	-Inadequate -Poor road network  -Limited -Available	-Adequate -Good roads -Adequate
	<b>2.ACCELERATED AGRICULTURE MODERNISATION AND SUSTAINABLE NATURAL RESOURCES MANAGEMENT</b>	-	
1.	Percentage (%) increase in farmers and enterprises accessibility to credit/loans.	10%	20%
2.	Number/percentage of farmers with increased access to extension services and agriculture education	1:5,000	1:300
3.	Number of small and medium Agro processing industries established	3	10
4.	Post harvest losses reduced drastically	30%-40%	20%
5.	Number/Percentage (%) of acres of degraded forest reduced drastically	Not Available	
6.	Conservation practices/measure improved /enhanced		
7.	<b>3.INFRASTRUCTURE ,ENERGY AND HUMAN SETTLEMENT</b>		
1.	Proportion /Length of road surface improved/maintained		
2.	-Trunk Roads/Highways (in Km ) Tarred -Feeder Roads(in Km) i. Routine Maintenance  ii. Rehabilitation	No single tarred road 90 km were maintained routinely 60km were rehabilitated	50km  180km  30km
3.	Number of farmer adopting /practising modern farming practices/technology		
4	Number of artisans with access to appropriate rural technology		
5.	Percentage /proportion of population with access to ICT		

6.	Number of communities with access to electricity increased	14 communities having access to electricity	32
7.	Room Occupancy rate	3	5
8.	Number of apprenticeship programme/alternative livelihoods programme introduced /established	35%	80%
9.	Percentage (%) of population with access to potable water supply increased	-	80%
10	Percentage (%) of population with access to improved sanitation facilities increased (Aqua Privy, Flush Toilet, Household latrines etc.		
	<b>4. HUMAN DEVELOPMENT PRODUCTIVITY AND EMPLOYMENT</b>		
1.	Literacy rate increased		
2.	Passing rate of BECE Results increased –JHS	68%	80%
3.	School survival rate increased at all levels of basic schools: -Preparatory to primary six -Primary to JHS	43% 53%	60% 65%
4.	Access to health care delivery improved /increased		
5.	Number /percentage of population joining NHIS increased	41.75%	55%
6.	HIV/AIDS and other STDs prevalence rate of adult population 15-49 years reduced		
7.	Number of unemployed youth getting jobs/apprenticeship increased	450 employed under NYEP	1,000
8	Population growth rate reduced	3.5%	3%
9.	Income levels of the citizens increased/improved		
	<b>5. TRANSPARENT AND ACCOUNTABLE GOVERNANCE</b>		
1	Total amount of IGF mobilised /proportion of IGF to DA income increased	80%	100%
2.	Women participation in decision making at all levels increased/enhanced.	10%	20%
3	Number of crime cases reduced		
4	Number of Police Personnel at post increased (Police – Citizen ratio)		

## **2.4. MONITORING AND EVALUATION MATRIX**

One of the key features of the M&E Plan is a Monitoring and Evaluation Matrix. The matrix provides a format for presenting the inputs, outputs, outcomes and impacts (and their corresponding activities) for each DMTDP objective.

The matrix shows the linkage of the DMTDP to GPRS II policy objectives. Table 2.6 illustrates the main elements of M&E Matrix.

## 2.6 :Monitoring and Evaluation Matrix

<b>DMTDP Goal:</b> To provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.						
<b>Enhancing Competitiveness in Ghana's Private Sector (A):</b> To improve market facilities in the District.						
<b>Objective 1:</b> To provide modern facilities at 4 market centres in the district by December, 2013						
Indicator	Indicator Type	Baseline 2009	Target 2013	Data Source	Monitoring Frequency	Responsibility
1.Modern facilities provided/improved at market centres	Output	-	4 market centres	DA, REP	Annually	DPCU, CBOs
2.Buying and selling enhanced	Outcome			DA, MoFA, REP	Weekly	MOFA, DPCU
3.Farmers, traders etc incomes increase annually	Impact			MOFA/GSS	Annually	MOFA, DPCU
<b>Enhancing Competitiveness in Ghana's Private Sector (B):</b> To enhance/improve easy access to credit/loans facilities						
<b>Objective 1:</b> To increase farmers and enterprises accessibility to credit/ loans from 20% to 35% by December 2013						
1.Farmers and Enterprises accessibility to credit/loans enhanced	Output	20%	35%	Bank records, field survey	Seasonally	MOFA, DA (GOG)
2.Acreage of cultivatable land for crops, livestock expanded annually	Outcome			MOFA, NBSSI	Annually	MOFA, DPCU, NBSSI
3.Production and productivity of farmers and enterprises increased	Impact			MOFA, NBSSI	Annually	MOFA,DPCU,NBSSI
<b>Enhancing Competitiveness in Ghana's Private Sector (C):</b> To promote micro, small and medium scale industries						
<b>Objective 1:</b> To encourage /promote the establishment of 10 micro, small and medium scale industries						
1.Medium and small scale agro processing factories established	Output	3	10	NBSSI, DA, MOT&PSI, Field survey	Annually	NBSSI, MOTI, DA (DPCU)
2.Raw materials processed to add value before sales	Outcome		25%	MOTI&PSI, DA, NBSSI, Field survey	Monthly	DPCU, MOTI&PS&PSI
3.Employment created and income increased	Impact	450 youth employed	1000	ME &SW, Field survey	Monthly	MMYE, DPCU
<b>Enhancing Competitiveness in Ghana's Private Sector (D):</b> To develop the tourism potentials of the district.						
<b>Objective 1:</b> To develop 5 tourism attraction sites by December 2013						
1.Tourism attraction sites developed	Output	1 site	5 tourist sites	GTB, DA, Field survey, MoTI	Quarterly	DPCU, GTB, DWD
2.More people attracted to the sites	Outcome			GTB, DWD, DA, MoTI	Monthly	GTB, DWD, DPCU
3.More income generated	Impact			GTB, DWD, DA, MT&DR	Quarterly	GTB, DWD, DPCU

<b>DMTDP Goal:</b> To provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.						
<b>Accelerated Agriculture Modernisation and Sustainable Natural Resources Management (A):</b> To improve the overall performance in the agricultural sector in the District.						
<b>Objective 1:</b> To improve the level of agricultural technological practices of 100 farmer-based organisations by December, 2013						
Indicator	Indicator Type	Baseline 2009	Target 2013	Data Source	Monitoring Frequency	Responsibility
1.Improved agricultural technological practices adopted by farmers group	Output		100 farmer groups	MOFA,	Seasonally	MOFA, DPCU
2.Yield/output of crops, livestock and fisheries increased	Outcome			MOFA	Annually	MOFA, DPCU
3.Farmers income increase annually	Impact			MOFA/GSS	Annually	MOFA, DPCU
<b>Objective 2:</b> To encourage 10, 000 farmers to enter into the production of other crops by December, 2012.						
1.Policy education on production of other crops apart from cocoa accepted	Output		10,000 farmers	MOFA,	Seasonally	MOFA, DPCU
2.Production of other crops increased	Outcome		More than 10,000	MOFA,	Annually	MOFA,
3.District economy diversified	Impact		70% of farmers	MOFA	Annually	MOFA,DPCU
<b>Accelerated Agriculture Modernisation and Sustainable Natural Resources Management (B):</b> To ensure sustainable natural resources exploitation and management						
<b>Objective 1:</b> To reduce overexploitation of the natural resources by half in December, 2013						
1.Overexploitation of the natural resources reduced drastically	Output	Over-exploitation	50%	DA, MOFA, DWD, FC, Field survey	Yearly	DA, MOFA, DWD, FC,
2.Natural resources sustainably managed	Outcome		50% reduction	DA, MOFA, DWD, FC, Field survey	Yearly	DA, MOFA, DWD, FC, Field survey
3. Good/ sustainable environment promoted to reduce the impact of climate change	Impact			DA, MOFA, DWD, FC, Field survey	Yearly	DA, MOFA, DWD, FC, Field survey

<b>DMTDP Goal:</b> To provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.						
<b>Infrastructure, Energy and Human Settlement (A):</b> To improve the road conditions in the district.						
<b>Objective 1:</b> To tarr about 50 km of the main highway from Bechema Barrier – Oseikojokrom by Dec. 2013						
Indicator	Indicator Type	Baseline 2009	Target 2013	Data Sources	Monitoring Frequency	Responsibility
1.50km of the main highway tarred	Output	No single km tarred	50km	GHA, DA, MoRH	annually	GHA, DA, MoRH
2. Road surface improved	Outcome		50km	GHA, DA, Communities	Annually	GHA, DA
3.a. Easy movement of goods and people b. Short travelling time	Impact		50km	DFR, GHA, DA, Communities, Field survey	Quarterly	GHA, DA, MoRH
<b>Objective 2:</b> To rehabilitate 12 major feeder roads of 200 km by December, 2013						
1.12 Major feeder roads of 200 km rehabilitated	Output	60km	200km	DFR, DA	Annually	DFR, DA
2. Road surface improved	Outcome		200km	DFR, DA, Communities	Annually	DFR, DA
3.a. Easy movement of goods and people b. Short travelling time	Impact		200km	DFR, DA, Communities, Field survey	Quarterly	DFR, DA, MOT
<b>Objective 3:</b> To maintain all major farm tracks in the district by December, 2013						
1.All Major farm tracks maintained	Output	90km	180km	DFR, DA	annually	DFR, DA
2. Farm tracks improved	Outcome		180km	DFR, DA, Communities	Annually	DFR, DA
3.a. Easy movement of goods and people b. Short travelling time	Impact		180km	DFR, DA, Communities, Field survey	Quarterly	DFR, DA, MOT
<b>Infrastructure, Energy and Human Settlement (B):</b> To ensure reliable and adequate electricity supply in the District						
<b>Objective 1:</b> To expand electricity in 8 communities and extend electricity to 32 new communities by December,2013						
1.Electricity expanded in 8 towns and extended to 32 new communities	Output	14	32	ECG, DA, MoE	Annually	ECG, DA, MoE
2. Electricity supply increased and improved in communities in the district	Outcome	46	46	ECG, DA, MoE Communities	Annually	ECG, DA, MoE
3.a.Businesses enhanced b. Increased incomes of the people c.improved living conditions	Impact	46	46	DA, Communities, Field survey	Quarterly	DA, Communities, Field survey
<b>Infrastructure, Energy and Human Settlement (C):</b> To improve access to potable water supply in the district						
<b>Objective 1:</b> To increase the supply of potable water from 35% to 80% by December, 2013						
1.Access to portable water increased	Output	35%	80%	DWST, DA, CWSA, Field survey	Annually	DPCU, CWSA, GHS
2. Health status of people enhanced/improved	Outcome			DA, GHS, CWSA	Annually	DPCU, CWSA, GHS
3. Production and productivity and incomes of the people	Impact			MOFA, DPCU	Annually	MOFA, DPCU



increased						
<b>Infrastructure, Energy and Human Settlement (D):</b> To improve environmental sanitation and personal hygiene in the District						
<b>Objective 1:</b> To provide public and private places of convenience in 5 Area Councils capitals 100 households toilets by December, 2013						
1.Public toilets and 100 households toilets provided	Output	5 public toilets	5 public toilets and 100 HH toilets	DWST, DEHU, CWSA	Annually	DWST, DEHU
2.Access to improved sanitation facilities	Outcome		80% coverage	DWST, DEHU, CWSA	Annually	DWST, DEHU, CWSA
3.Health of the people improved/enhanced	Impact		All major towns	DWST, DEHU, CWSA	Monthly	DWST, DEHU, CWSA
<b>Infrastructure, Energy and Human Settlement (C):</b> To create awareness on environmental issues in all major towns in the District						
<b>Objective 1:</b> To create 2500 jobs for the people in the District by December 2009						
1.Awareness on environmental issues created	Output			DEHU, DPCU, MLRD, EPA	Quarterly	DEHU, DPCU, MLRD, EPA
2. Good environmental practices adopted/maintained	Outcome			DEHU, DPCU, MLRD,EPA	Quarterly	DEHU, DPCU, MLRD, EPA
3. Good environment sustained	Impact			DEHU, DPCU, MLRD, EPA		DEHU, DPCU, MLRD, EPA
<b>Infrastructure, Energy and Human Settlement (D):</b> To develop development control measures/planning schemes						
<b>Objective 2:</b> To draw layouts for 4 major towns in the district by December, 2013						
1.Layouts drawn for 4 major towns	Out put	nil	4 towns	DA, communities	Annually	DPCU
2 . Development control ensured	Outcome	4 towns	4 towns	DA, DEHU	Annually	DPCU
3.a.Orderly development in the communities. b. Environmental sanitation enhanced in communities	Impact			DA,	Quarterly	DPCU

<b>DMTDP GOAL:</b> To provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.						
<b>Human Development, Productivity and Employment (A):</b> To improve teaching and learning in schools in the District						
<b>Objective 1:</b> To increase school infrastructure in 12 communities and rehabilitate 8 olds schools by December, 2013						
Indicators	Indicator Type	Baseline 2009	Target 2013	Data Sources	Monitoring Frequency	Responsibility
1.School block provided in 12 Communities	Output		12 school blocks	GES, DA, Field survey	Annually	DPCU
2.a. Teaching and learning improved b. Enrolment improved/increased	Outcome			GES, DA, Field survey, MOE	Annually	DPCU, MOE
3.Academic performance in school improved	Impact	68%	80%	GES, DA, Field survey, MOE	Annually	DPCU, MOE
<b>Objective 2:</b> To increase the number of trained teachers from 167 (15.8%) of staff strength in 2009 to 35% in 2013						
1.Number of trained teachers increased	Output	167(15.8%)	35%	DDE (GES), DA	Annually	DPCU, DDE,
2.Quality of teaching improved	Outcome			DDE (GES), DA	Termly	DPCU, GES/DDE, Communities
3.Academic performance in schools improved	Impact	68%	80%	GES/DDE, DA	Annually	DPCU, GES, Communities
<b>Objective 3:</b> To supply 3000 dual and mono desks, other text and exercise books & free uniforms by December, 2013						
1. 3000 dual and mono desks, other text and exercise books & free uniforms provided	Output		3000	DA, GES,	Annually	DA, MoE, GES, Donors
2.Effective teaching and learning in schools	Outcome			DA, GES,	Annually	DA, MoE, GES, Donors
3.Academic performance improved	Impact	68%	80%	DA, GES,	Annually	DA, MoE, GES, Donors
<b>Human Development, Productivity and Employment (B):</b> To ensure quality health care delivery system in the district.						
<b>Objective 1:</b> To equip health facilities with the equipment and logistics by December,2012.						
1All health facilities particularly the district hospital well equipped	Output	60	60	DHD, GHS, MOH, DA, Field survey	Annually	DPCU, MOH, GHS
2.a. Access to health facilities enhanced/ increased. b. Health delivery improved	Outcome			DHD, GHS, MOH, DA, Field survey	Quarterly	DPCU, GHS
3. Health of the people improved	Impact			DHD, GHS, MOH, DA, Field survey	Quarterly	DPCU, GHS
<b>Objective 2:</b> To retain and attract the required number of health personnel in the district by December, 2013						
1. Required number of health personnel retained and attracted/ increased	Output	92	-	DHD, GHS, MOH, DA, Field survey	Annually	DPCU, MOH, GHS
2. Health delivery system improved	Outcome			DHD, GHS, MOH, DA,	Quarterly	DPCU, MOH, GHS

				Field survey		
3. Health status of the people enhanced	Impact			DHD, GHS, MOH, DA, Field survey	Quarterly	DPCU, MOH, GHS
<b>Human Development, Productivity and Employment (C):</b> To reduce the spread of HIV/AIDS in the District						
<b>Objective 1:</b> To intensify education in all major communities on behavioural change by December, 2012.						
1. Education on behavioural change well received	Output			DHD, GHS, MOH, GAC	Quarterly	DPCU, GHS, GAC
2. Number of infection reduced drastically	Outcome			DHD, GHS, MOH, GAC	Quarterly	DPCU, GHS, GAC
3. Health status of the people enhanced/improved	Impact			DHD, GHS, MOH, DA, Field survey	Quarterly	DPCU, MOH, GHS
<b>Human Development, Productivity and Employment (D):</b> To create employment opportunities for the people in the district.						
<b>Objective 1:</b> To create 1,500 jobs for the people in the district by December, 2013						
1. 1,500 jobs created and available to the youth	Output		1,500 jobs	DA, MESW, NYEP	Annually	DPUC, NYEP
2. Unemployment reduced	Outcome			NYEP, MMYE, DA, Reports/Field survey	Annually	DPUC, NYEP
3. Improved income/ living standards of the people	Impact			DA, Reports, Field survey, GLS	Annually	DPCU, GSS
<b>Objective 2:</b> To attract at least 5 investors to invest in the district's economy by December, 2012						
1. 5 potential investors attracted	Out put		At least 5 invested	NBSSI, Private Sector ministry, DA	Annually	DPCU
2. Sectors like tourism, telecommunication, agro-processing, trading seen more investments by private sector.	Outcome			DA, Private Sector Ministry, MLRD	Annually	DPCU
3. More jobs created for employment and local economy boasted	Impact			DA, MLRD	Semi-annually	DPCU

<b>DMTDP GOAL:</b> To provide basic socio-economic infrastructural facilities for sustained increased productivity and production towards poverty reduction and improved living standards of the people in the district.						
<b>Transparent and Accountable Governance (A):</b> To strengthen the sub-district level structures in the district.						
<b>Objective 1:</b> To equip Area councils and unit committees with skills and resources to carry out their constitutional roles effectively by December, 2011						
Indicators	Indicator Type	Baseline 2009	Target 2013	Data Sources	Monitoring Frequency	Responsibility
1.Area Councils and Unit Committees equipped with the necessary skills and logistics	Output			DA, ACs, UCs	Annually	DPCU, ACs, UCs
2.Effective and efficient performance of ACs and UCs ensured	Outcome			DA, ACs, UCs, NALAG	Quarterly	DPCU, ACs, UCs
3. Effective decentralisation at the District level ensured and sustained	Impact			DA, NALAG, MLRD	Annually	DPCU, NALAG, MLRD
<b>Transparent and Accountable Governance (B):</b> To increase the Assembly's internally generated revenue						
<b>Objective 1:</b> To achieve 100% annual revenue collection target by December, 2012						
1. Internally Generated Fund/ Revenue increased by 100%	Output	80%	100%	DA trial Balance, ACs	Monthly	DPCU,AC
2.Adequate funds available to run the Assembly/ implement development projects	Outcome			DA, WRCC, MLRD, Field survey	Annually	DPCU, WRCC, MLRD
3.Quality of the life of the people improved i.e. continuous development	Impact			DA, WRCC, MLRD, Field survey	Annually	DPCU, WRCC, MLRD
<b>Transparent and Accountable Governance (C):</b> To eliminate worse forms of child labour.						
<b>Objective 1:</b> To eliminate worse forms of child labour completely in the district by December, 2012.						
1.Worse forms child labour eliminated completely	Output			DA, Field survey, District police command, DSW, NGOs, GES	Quarterly	District Police Command, NGOs, DSW, DA
2. Dangerous health hazards of children reduced/eliminated	Outcome			DSW, GHS, NGOs, Field Survey	Quarterly	DSW, DISEC, NGOs, CBOs
3. a.More children in school b.Children's health improved	Impact			GHS, GES Field Survey	Quarterly	DISEC, GHS, GES, DA
<b>Transparent and Accountable Governance (D):</b> To enhance and sustain women participation in decision-making at all levels in the district.						
<b>Objective 1:</b> To equip Area councils and unit committees with skills and resources to carry out their constitutional roles effectively by December 2007						
1. Women participate fully in decision –making at all levels	Output	10%	20%	DA, NALAG, CSOs, NGOs, Field survey	Quarterly	DPCU, NALAG, Women Groups, CBOs/NGOs
2.a. Gender balanced in decision-making at all level ensured. b. Women representation in Decision making at all levels sustained	Outcome			DA, NALAG, Field survey	Annually	DPCU, NALAG

3. Effective development at the District level ensured and sustained	Impact			DA, NALAG, MLRD	Annually	DPCU, NALAG, MLRD
<b>Objective 2 :</b> To increase and sustain girl child education in schools particularly JHS and SHS by December, 2013						
1. Girl education sustained in JHS and SHS	Output			GES, DA, NGOs, Field Survey	Quarterly	GES, PTA, DA, NGOs, CBOs
2. More girls in school	Outcome			DA, WRCC, GES, Field survey	Quarterly	GES, PTA, DA, NGOs, CBOs
3. Girl child education improved b. More women empowered	Impact			DA, WRCC, MLRD, Field survey	Annually	GES, PTA, DA, NGOs, CBOs
<b>Transparent and Accountable Governance (E):</b> To increase support for the vulnerable and excluded in the district						
<b>Objective 1:</b> To register all vulnerable and excluded in the district by December, 2011.						
1. All vulnerable and excluded registered	Output			DSW, DA, MESW, NGOs	Annually	NGOs, DSW, DA
2. Proper records/data available on the vulnerable and excluded	Outcome			DSW, DA, MESW, NGOs	Annually	DSW, DA, MESW, NGOs
3. Increased support for the vulnerable and excluded	Impact			DSW, DA, MESW, NGOs	Annually	DSW, DA, MESW, NGOs
<b>Objective 2:</b> To support and integrate the vulnerable and excluded into the society by December, 2013						
1. The vulnerable and excluded adequately supported and integrated	Output			DSW, DA, MESW, NGOs	Annually	DSW, DA, MESW, NGOs
2. Well resourced and gained employment	Outcome			DSW, DA, MESW, NGOs	Annually	DSW, DA, MESW, NGOs
3. Increased incomes and improved living conditions	Impact			DSW, DA, MESW, NGOs	Annually	DSW, DA, MESW, NGOs

## **2.5 MONITORING AND EVALUATION CALENDAR (WORK PLAN)**

This component of the M&E Plan is very important as it identifies the actors, (i.e. who should do what), the time frame and a budget line relating to each activity. The calendar also details out the specific dates to carry out the various activities for the plan period. Table 2.7 shows the M&E calendar for the District

**Table 2.7: Monitoring and Evaluation Calendar**

Activities	Time Frame (Date)				Stakeholder (Actors)	Budget GH¢
	Year 1 2010	Year 2 2011	Year 3 2012	Year 4 2013		
<b><u>A.DMTDP EVALUATION</u></b>						
1. Conduct Ex-ante Evaluation	20 <sup>th</sup> December, 2010	20 <sup>th</sup> December, 2011	20 <sup>th</sup> December, 2011	20 <sup>th</sup> December, 2013	DPCU	8,000.00
2. Conduct mid-term Evaluation	2 <sup>nd</sup> Thursday of July, 2010	2 <sup>nd</sup> Thursday of July, 2011	2 <sup>nd</sup> Thursday of July, 2012	2 <sup>nd</sup> Thursday of July, 2013	DPCU, Donors, NGOs, CBOs,	6,000.00
3. Conduct terminal Evaluation (Annual Performance Review workshop)	2 <sup>nd</sup> Thursday of January, 2010	2 <sup>nd</sup> Thursday of January, 2011	2 <sup>nd</sup> Thursday of January, 2012	2 <sup>nd</sup> Thursday of January, 2013	DPCU, other dev't partners	7,200.00
4. Conduct specific evaluation and studies	August, 2010	August, 2011	August, 2012	August, 2013	DPCU, other dev't partners	10,000.00
5. Conduct participatory M & E	5 <sup>th</sup> – 9 <sup>th</sup> April, 2010	4 <sup>th</sup> – 8 <sup>th</sup> April, 2011	3 <sup>rd</sup> – 7 <sup>th</sup> April, 2011	2 <sup>nd</sup> -6 <sup>th</sup> April, 2013	DPCU, Other Stakeholders	12,000.00
<b><u>B.DATA COLLECTION AND REVIEW MEETINGS</u></b>						
6. Undertake quarterly field/sites visits	1 <sup>st</sup> Tuesday in April, July, October , 2010 & 1 <sup>st</sup> Thursday of Jan. 2011	1 <sup>st</sup> Tuesday in April, July, October , 2011 & 1 <sup>st</sup> Thursday of Jan. 2012	1 <sup>st</sup> Tuesday in April, July, October , 2012 & 1 <sup>st</sup> Thursday of Jan. 2013	1 <sup>st</sup> Tuesday in April, July, October , 2013 & 1 <sup>st</sup> Thursday of Jan. 2014	DPCU	16,000.00
7. Hold quarterly review meetings	1 <sup>st</sup> Thursday in April, July, October , 2010 & 1 <sup>st</sup> Thursday of Jan. 2011	1 <sup>st</sup> Thursday in April, July, October , 2011 & 1 <sup>st</sup> Thursday of Jan. 2012	1 <sup>st</sup> Thursday in April, July, October , 2012 & 1 <sup>st</sup> Thursday of Jan. 2013	1 <sup>st</sup> Thursday in April, July, October , 2013 & 1 <sup>st</sup> Thursday of Jan. 2014	DPCU, Other Partners	11,200.00
8. Preparation of quarterly progress report	14 <sup>th</sup> April, July, October, 2010 & 14 <sup>th</sup> Jan. 2011	14 <sup>th</sup> April, July, October, 2011 & 14 <sup>th</sup> Jan. 2012	14 <sup>th</sup> April, July, October, 2012 & 14 <sup>th</sup> Jan. 2013	14 <sup>th</sup> April, July, October, 2013 & 14 <sup>th</sup> Jan. 2014	DPCU	800.00
9. Quarterly progress report dissemination to stakeholders	15 <sup>th</sup> April, July, October, 2010 & 20 <sup>th</sup> Jan. 2011	15 <sup>th</sup> April, July, October, 2011 & 20 <sup>th</sup> Jan. 2012	15 <sup>th</sup> April, July, October, 2012 & 20 <sup>th</sup> Jan. 2013	15 <sup>th</sup> April, July, October, 2013 & 20 <sup>th</sup> Jan. 2014	DPCU	1,400.00

<b><u>C.ANNUAL PROGRESS REPORT (APR) PREPARATION AND DISSEMINATION</u></b>						
10. Data collection	15 <sup>th</sup> January, 2011	15 <sup>th</sup> January, 2012	15 <sup>th</sup> January, 2013	15 <sup>th</sup> January, 2014	DPCU & other Dev't partners	1,200.00
11. Draft APR prepared	31 <sup>st</sup> January, 2011	31 <sup>st</sup> January, 2012	31 <sup>st</sup> January, 2013	31 <sup>st</sup> January, 2014	DPCU	300.00
12. Draft APR review workshop	15 <sup>th</sup> February, 2011	15 <sup>th</sup> February, 2012	15 <sup>th</sup> February, 2013	15 <sup>th</sup> February, 2014	DPCU, Donors, NGOs, CBOs, TAs etc	7,600.00
13. Final APR submitted to RPCU & NDPC	28 <sup>th</sup> February, 2011	28 <sup>th</sup> February, 2012	28 <sup>th</sup> February, 2013	28 <sup>th</sup> February, 2014	DPCU	2,000.00
14. Dissemination of final APR to stakeholders in the district	15 <sup>th</sup> March, 2011	15 <sup>th</sup> March, 2012	15 <sup>th</sup> March, 2013	15 <sup>th</sup> March, 2014	DPCU	1,500.00
<b>GRAND TOTAL</b>						<b>85,200.00</b>



## **2.6 M & E Budget**

It is strongly believed or a fact that whether or not an effective and efficient M & E will be conducted in any district or organisation depends largely on the effective, reliable and realistic M & E Budget.

The Bia District Assembly in its quest to ensure effective implementation of the 2010 – 2013 DMTDP has come out with M & E Budget through participatory budget preparation process in Table 2.8 for next four years which it hopes to implement with the support of its development partners such as Donors, RPCU, NGOs, NDPC, GoG, etc.

**Table 2.8: M & E BUDGET (2010 – 2013)**

S/N	Activity/Item	Time Frame				Inputs / Resources	Inputs Qty	Unit Cost GH¢	Sub-Total GH¢	Sources of Funding		Remarks
		2010	2011	2012	2013					IGF	DACF/GoG/Donor	
1	Conduct monthly working sessions/sites visits to project location	←	←	←	←	-Vehicle -motor bike -fuel	1 veh. 1 motor bike 288 gallons	- - 7.00	- - 2,016.00	201.60	1,814.40	
2	Conduct quarterly and end of year M & E exercises on development projects	←	←	←	←	-Vehicle -fuel	3 Vehicles 1,220 gallons	- 7.00	- 8,540.00	- 854.00	- 7,686.00	
3	Conduct quarterly and end of year DPCU review meetings	←	←	←	←	-Lunch -Snack -Water	14 14 14	5.00 2.00 1.00	70.00 28.00 14.00	- 28.00 14.00	70.00 - -	
4	Preparation of quarterly and end of year progress reports and M&E reports	←	←	←	←	-	-	-	-	-	-	
5	Dissemination /distribution quarterly and end of year progress reports and M&E reports/results	←	←	←	←	-Final reports -T &T, Accommoda.	46 copies 25 times	- 54.00	- 1,350.00	- 1,350.00	- -	
6	Capacity building training for DPCU members and other stakeholders on M&E	←	←	←	←	-DPCU members -other stakeholders	11 80	100.00 80.00	1,100.00 7,040.00	-	1,100.00 7,040.00	
7	Procurement of computers and accessories, toners, A-4 Sheets and others stationeries	←	←	←	←	Computer &accessories -Toners -A-4 sheets	1 set 8 32 reams	1,500.0 140.00 8.00	1,500.00 1,120.00 256.00	- 256.00	1,500.00 1,120.00 -	
8	Printing of documents, photocopying, display boards, other services etc	←	←	←	←	-Plans -reports -Display boards	- 46 copies -	- - -	350.00 500.00 1,600.00	350.00 500.00	- - 1,600.00	
9	Communication services-telephone, media etc	←	←	←	←	-Telephone -Media	- -	- -	80.00 400.00	80.00 -	- 400.00	
10	Maintenance of vehicle for M&E exercises	←	←	←	←	-M & E Vehicle	2	10,000.	10,000.0	1,000.00	9,000.00	
11	Preparation of M & E Plan	←	←	←	←	Cost of preparation	1	7,500.0	7,500.00	-	7,500.00	
12	Payment of sitting allowances for DPCU members and other stakeholders at meetings, for facilitating M&E workshops and other processes	←	←	←	←	- DPCU members -others stakeholders	11 6	20.00 20.00	3,520.00 1,920.00	- -	3,520.00 1,920.00	
13	Payment of field allowances for DPCU members and other stakeholders on sites visits, PM&E, special studies	←	←	←	←	- DPCU members -others stakeholders	11 6	40.00 40.00	7,040.00 3,840.00	- -	7,040.00 3,840.00	
	<b>GRAND TOTAL</b>									<b>4,633.60</b>	<b>55,150.40</b>	

## **2.7 DATA COLLECTION AND COLLATION**

This aspect of the plan takes stock of all on-going programmes and projects in the district. All development programmes and projects that are being undertaken under the auspices of the District Assembly, MDA as well as Development Partners and NGOs will be compiled or covered for Monitoring and Evaluation within the plan period.

The register will regularly be updated every year with details on each activity such as start time, cost, location, source of funding, expected completion date, status of projects at the end of every quarter and annually.

The tables 2.9, 2.10, 2.11 and 2.12 indicate programmes/projects register for all on-going projects in the district within the first period of the plan life span (2010-2013)

**Table 2.9: Project Register for all on-going projects under Agriculture Department**

Item	Project Description / Sector	GSGDA Thematic Area	Location	Project Contractor	Source Of Funding	Contract Sum GH¢	Amount Paid GH¢	Date Started	Exp. Date Of Comp	Project Status (%)	Remarks
1.	Inland Valleys Rice Development Project	Accelerated Agriculture Modernisation & Sustainable Natural Resources Management	Elluokrom	-	African Dev't Bank (AfDB)	853,458.76	-	January 2005	June, 2011	70	Work in progress

**Table 2.10: Project Register for all on-going projects under Health Department**

Item	Project Description / Sector	GSGDA Thematic Area	Location	Project Contractor	Source Of Funding	Contract Sum GH¢	Amount Paid GH¢	Date Started	Exp. Date Of Comp	Project Status (%)	Remarks
1	Construction of District Hospital	Human Development, Productivity & Employment	Essam	Osfield Ent. Ltd	OPEC FUND	131,311,030.00	-	3/12/2007	30/07/09	80	Work progressing steadily but behind schedule
2	Construction of 1 No. CHPS Compound & OPD	Human Development, Productivity & Employment	Akaatiso	Brapa Invest. Co. Ltd.	CBRDP/ DACF	75,500.00	25,000.00	11/9/2009	2/9/2010	90	Work progressing steadily but behind schedule
3	Construction of a Cocoa Clinic	Human Development, Productivity & Employment	Debiso	M/S Kindwosco Ent. Ltd & Pecomesh Ltd	Cocobod	-	-		-	90	Work progressing steadily

**Table 2.11: Project Register for all on-going projects under Central Administration (DA)**

Item	Project Description / Sector	GSGDA Thematic Area	Location	Project Contractor	Source Of Funding	Contract Sum GH¢	Amount Paid GH¢	Date Started	Exp. Date Of Comp	Project Status	Remarks
1	Construction of Central Administration Block and Assembly Hall Complex.	Infrastructure, Energy & Human Settlement	Essam	TET Manuel Ltd.	DACF	901,293.44 (Revised)	254,005.65	9/10/09	3/9/11	40%	Contract terminated, re-awarded & progressing steadily.
2	Construction of 1 No. 5-Room Chalets.	Infrastructure, Energy & Human Settlement	Essam	M/S M-Boroh Enterprise	DACF	79,966.00	29,433.66	22/06/07	31/10/07	65%	Work is progressing at a slow pace.
3	Construction of 1No 2 Bed Room Semi-Detached bungalow	Infrastructure, Energy & Human Settlement	Essam	Sachegan Company Ltd.	DACF	82,500.00	43,312.75	30/09/2010	28/02/11	45%	Work is progressing steadily
4	Construction of 5-Room Offices for Decentralized Departments	Infrastructure, Energy & Human Settlement	Essam	M/S Augmarg Enterprise	DACF	51,878.00	34,502.90	22/6/07	31/10/07	90%	Work is progressing at a slow pace
5	Construction of 12No Lockable Stores	Enhancing Competitiveness in Ghana's Private Sector	Debiso	Darkwa & Sons Ltd	DACF	122,115.00	18,317.25	30/09/10	30/06/11	20%	Work is progressing
6	Construction of 1No MoFA Office	Infrastructure, Energy & Human Settlement	Essam	M/S Drexels Ventures Ltd	GoG	73,067.30	31,495.14	25/06/08	9/01/09	38%	Work is progressing but behind schedule
7	Purchasing and fixing of 1No. 12*30ft. metal container for use as Store for the Assembly	Transparent and Accountable Governance	BDA	Works Dept. BDA	DACF	3,810.00	1,500.00	11/09/09	12/09/09	40%	The Container procured
8	Construction 1No 6Unit Flat for Nurse	Infrastructure, Energy & Human	Essam	To- Time Ghana Ltd	DACF	121650.00	18,247.50	5/01/11	5/4/11	30%	Work is progressing

		Settlement									steadily
9	Construction 1No 6Unit Flat for junior staff	Infrastructure, Energy & Human Settlement	Debiso	K. Twumasi Construction Ltd.	DACF	121850.00	63,971.25	20/12/10	30/4/11	45%	Work is progressing steadily
10	Construction of Market Sheds.	Transparent and Accountable Governance	Essam	Works Dept. BDA	STOOL LANDS	36,000.00	25,000.00	22/12/09	22/03/10	90%	Work is progressing steadily
11	Construction of 1No.3 Bedroom Bungalow for District Police Commander	Infrastructure, Energy & Human Settlement	Debiso	Peter Bones Enterprise	DACF	62,125.00	29820.00	20/12/10	30/03/11	40%	Work is progressing steadily
12	Construction of 1No. 3 Unit Classroom Block Office And Store And Accessories.	Human Development, Productivity & Employment	Asemnyina - krom	Universal Globespan Comp. Ltd	DACF	52,768.83	36,960.00	21/5/08	21/5/08	90%	On course
13	Construction of 1No 3 Unit Classroom Block.	Human Development, Productivity & Employment	Adjoafua	Adjoafua Area Council	CBRDP/ A/C	30,000.00	19,500.00	1/4/08	21/7/08	95%	Work is progressing at a slow pace
14	Construction of 1No Primary School Block, 1No.6 Seater Water Closet Toilet Block.	Human Development, Productivity & Employment	Essam	M/S Kendicks Const. Ltd.	GETfund	1,313270.58	-	6/8/07	31/10/07	10%	Project Suspended pending for further action
15	Construction of 1No. Kindergarten Block	Human Development, Productivity & Employment	Essam	M/S Kendicks Const. Ltd.	GETfund	104,750.40	-	6/8/07	31/10/07	15%	Project Suspended
16	Erection of 2 No.3 Unit Teachers Accommodation	Infrastructure, Energy & Human Settlement	Essam	E.K .Appiah Const. Works	ALL FAST TRACK	76,431.755	15,286.95	23/08/07	30/12/07	75%	Project progressing at a slow pace
17	Erection of 1 No Teachers Accommodation	Infrastructure, Energy & Human Settlement	Debiso	M/S Brapa Investment Co.	CATALY -TIC FUND	76,307.00	15,261.00	23/08/07	30/12/07	70%	Project progressing at a slow pace

18	Erection of 1 No. District Education Office Block	Infrastructure, Energy & Human Settlement	Essam	Interlocking Const. Works Ltd.	GETFund	342,930.64	NIL	4/9/07	12/1007	70%	Contractor return to site and work is progressing
19	Construction of 1 No.3 Unit Classroom Block And Accessories.	Human Development, Productivity & Employment	Kwame Tawiakrom	To- time Ghana Ltd.	DACF	67,125.00	NIL	10/12/10	30/03/11	30%	Work is progressing
20	Provision of 600 No. dual desk for basic schools	Human Development, Productivity & Employment	District wide	M/S Miboros Enter.	DACF	21,000.00	10,000.00	11/4/09	2/4/10	60%	Work is progressing steadily
21	Construction of 4 no. Kitchens & stores for sic benefiting from the school feeding programme	Human Development, Productivity & Employment	Essam, Debiso& Elluokrom	M/S Miboros Enter.	DACF	12,000.00	10,000.00	11/4/09	2/4/10	80%	Work is progressing steadily
22	Cladding of Pavilion (Lot1)	Human Development, Productivity & Employment	Yawmatw Nkwanta, Adabokrom, Kwamebikrom, Debisoand Asikuma	M/S TET Manuel Enter.	DDF	62,250.00	53,680.00	3/12/09	3/04/10	90%	Work is progressing steadily
23	Cladding of Pavilion (Lot2)	Human Development, Productivity & Employment	Akaatiso , NewAgogo, Asanteman, Arhinfulkrom m& Bawa Camp	M/S Afrequaye Electrical Engineering	DDF	68,500.00	60,479.85	3/12/09	3/4/10	90%	Work is progressing steadily
24	Construction of 1 no. 3- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Tigare	To- time Ghana Ltd.	DDF	64,824.00	39,422.80	3/12/09	3/4/10	85%	Work is progressing steadily
25	Construction of 1 No. 3- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Elluokrom	M/S Brapa Investment Co.	DDF	64,250.00	56,813.00	3/12/09	3/4/10	90%	Work is progressing steadily

26	Construction of 1 no. 3- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Ntonsue	M/S TET Manuel Enter.	DDF	63,750.00	56,312.00	3/12/09	3/4/10	90%	Work is progressing steadily
27	Construction of 1 No. 6- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Pillar 34	Modaks Co .Ltd	DDF	148,250.00	38,545.00	15/01/11	30/06/11	15%	Work is in progressing
28	Construction of 1 No. 6- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Biano	Agya Adjei Emma Ventures	GETfund	139,671.00	-	16/09/10	15/06/11	30%	Work is in progressing
29	Construction of 1 No. 6- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Kofie Ponkor	Eno Pokua Ltd	GETfund	145,786.41	49,985.46	16/09/10	15/06/11	70%	Work is progressing steadily
30	Construction of 1 No. 6- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Kaase Alhajikrom	Peter bones Ent.	GETfund	142,938.13	-	16/09/10	15/06/11	40%	Work is in progressing
31	Construction of 1 No. 3- Unit Classroom Block Office, Store and Accessories	Human Development, Productivity & Employment	Dramanikrom	Henhans Ventures	DDF	74820.00	14,968.00	2/2/11	27/6/11	20%	Work is progressing steadily
32	Construction of 1 No. 2- Unit Boys Dormitory	Human Development, Productivity & Employment	Bia Sec. Tech	Henhans Ventures	DDF	64,250.00	22,487.50	26/1/11	27/6/11	40%	Work is progressing steadily
33	Construction of 1 No. Slaughter House	Infrastructure, Energy & Human Settlement	Debiso	M/s K Nyamekye Enter.	DACF	75,324.00	44,575.00	22/6/2007	31/10/10	85%	Work is progressing at a slow pace
34	Construction of Meat shop	Infrastructure, Energy & Human Settlement	Debiso	Agya Adjei Emma Ventures	DDF	27,250.00	26,550.00	11/4/09	2/4/2010	90%	Work is progressing steadily



35	Construction of 1 No. Aqua Privy Toilet	Infrastructure, Energy & Human Settlement	Kaase	Ahmlamson Ent.	DACF	42,750.00	6,412.50	15/12/10	30/03/11	40%	Work is in progressing
36	Construction of 20 No. Seater Water Closet (WC) Toilet	Infrastructure, Energy & Human Settlement	Debiso	Fraboyinga Co. Ltd	DDF	64,450.00	22,557.50	2/2/2011	29/6/2011	50%	Work is in progressing
37	Construction of 3 No. Mechanised Boreholes fitted with pumps to the Assembly's New Residential Area and Office Block	Infrastructure, Energy & Human Settlement	Essam	Deep Waters Ltd .	DACF	66,684.00	39,556.41	18/09/2006	18/06/06	80%	Work is progressing steadily but behind schedule
38	Construction of 3 No. Mechanised Boreholes fitted with pumps to the Assembly's Residential Area	Infrastructure, Energy & Human Settlement	Debiso	Deep Waters Ltd .	DACF	45,000.00	9,000.00	22/06/2007	31/10/07	95%	Work is progressing slowly & behind schedule
39	Construction of 10 No. Boreholes fitted with pumps in the District	Infrastructure, Energy & Human Settlement	Districtwide	Chewawa Co. Ltd	DDF	106,075.28	15,112.92	2/2/2011	30/06/11	20%	Work is in progressing
40	Construction of 17 No. Boreholes fitted with pumps in the District	Infrastructure, Energy & Human Settlement	Districtwide	Chewawa Co. Ltd	DACF	1759,125.00	26,868.75	30/09/2010	30/05/11	20%	Work is in progressing

**Table 2.12: Project Register for all on-going projects under Department of Feeder Roads**

Item	Project Description / Sector	GSGDA Thematic Area	Location	Project Contractor	Source Of Funding	Contract Sum GH¢	Amount Paid GH¢	Date commenced	Exp. Date Of Comp	Project Status	Remarks
1	Reshaping of Road (88.4km)	Infrastructure, Energy & Human Settlement	Elluokrom - Fosukrom	Kowoad ventures	GoG	60,781.65	46,781.65	21/11/06	21/6/07	75%	Recommended for termination
2	Rehabilitation of roads	Infrastructure, Energy & Human Settlement	Adabokrom-Amangoaso-Kaase (30km)	M/S Asuowam Complex Ltd	EU	814,184.60	NIL	30/03/05	30/03/06	39%	Contract terminated
3	Reshaping of Road (2.8km)	Infrastructure, Energy & Human Settlement	Essam-Kwamebikrom Feeder road	Emmanuel asiedu ent.	DACF	24,997.00	3,749.55	30/09/10	30/5/11	50%	Work is progressing steadily
4	Surfacing of roads (Tarring)	Infrastructure, Energy & Human Settlement	Debiso-Adabokrom-Camp 15(6km)	M/s Mid –West const. Ltd	Cocobod	-	-	15/8/08	14/8/09	69%	Work at standstill
5	Re-shaping of feeder road (18.6 km)	Infrastructure, Energy & Human Settlement	Dramanikrom Junction-Dramanikrom& Others	Emmanuel Asiedu Ent	DDF	31,000.00	26,000.00	26/1/11	30/3/11	90%	Work is progressing steadily
6	Surfacing of roads (Tarring)	Infrastructure, Energy & Human Settlement	Debiso-Adabokrom-Camp15(10km)	M/S K.B.Annang Ltd	Cocobod	1,649,395.48	-	15/8/08	14/8/09	47%	Work is progressing slowly and seriously behind schedule
7	Surfacing of roads (Tarring)	Infrastructure, Energy & Human Settlement	Debiso-Adabokrom-Camp15(10km)	M/S Asuowam Complex Ltd	Cocobod	1,750,359	-	15/8/08	14/8/09	58%	Contract terminated

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

This step takes into consideration the collection of all M&E data in the District including those gathered by the decentralised departments and CSOs, analysis of the data and report to the RPCU, NDPC and other MDAs and stakeholders.

The District M&E does not only mean to produce reports to satisfy regional and national reporting needs but also to analyse and interpret data to highlight key areas of importance/concern to draw the necessary interventions for poverty reduction and total development of the District to make M&E useful.

The data will be analysed to show the results being produced by each project. This will help indicate how the District is performing with regard to all the indicators (core and District specific) and appropriate action taken to address the findings.

The basis for the analysis here is to report on the progress of each indicator towards meeting the broad goal, objectives and targets set for the DMTDP under GPRS II. The lessons learnt as a result of the systematic analysis of the data will be fed into the District action plans and the next DMTDP i.e. re-planning.

## **2.9 MONITORING AND EVALUATION REPORTING.**

To ensure continuous participation in M&E activities in the District, all project actors, communities and sector departments, which were involved, are made aware of key observations and finding at the end of each M&E exercise.

It is the responsibility of the DPCU to also brief the DCE, PM and other DA actors in progress of work, observations and gaps identified. This means the DPCU is required to produce reports and make them available to all stakeholders.

This will pave the way for all stakeholders to take the necessary action that is required to reduce any gap(s) before the next monitoring exercise. The quarterly and annual progress report should include all the findings and reactions.

### **2.9.1 District M&E Report format/outline**

#### ***a. Title Page***

- i. District
- ii. M & E Report for (time period)

#### ***b .Introduction***

- i. Status of implementation of DMTDP
- ii. Purpose of the M&E for the stated period
- iii. Processes involved and difficulties encountered

#### ***c .M&E Activities Report***

- i. Programme/Project status for the quarter or year
- ii. Update on disbursements from funding sources
- iii. Update on Indicators & Targets

- iv. Update on Critical Development and Poverty Issues
- v. Participatory M&E and other studies

***d. The Way Forward***

- i. Key issues addressed and those yet to be addressed
- ii. Recommendations.

## **2.10 INFORMATION DISSEMINATION**

The various quarterly and annual progress reports will only become useful when they are distributed/disseminated to all relevant stakeholders for consumption.

In this regard, copies of the APR and quarterly reports would be forwarded to the RPCU, NDPC and other MDAs and stakeholders in both within and out the District.

This will increase the accountability and transparency of the DA as well as displaying commitment towards development and poverty reduction. Another significance is that the commitment of the stakeholders to support development interventions emerges from the M&E exercise is enhanced.

Some of the strategies that DPCU will use to disseminate the reports include:

- i. Announcements, discussions and broadcasting in the local news media-Local Fm stations, local newspapers etc.
- ii. Organise interface with traditional rulers, area council representatives and opinion leaders and tasking them to take the message back to their communities.
- iii. Holding community meeting at central location throughout the District

A proper feedback mechanism such as good report etc will be put in place so that lessons learnt can be applied to planning and decision making in the District

## **2.11 DEVELOPMENT EVALUATION**

One of the main characteristics of the district development effort is a strong commitment towards conducting thorough impact evaluations. In this vein, mid-term and terminal evaluations of the DMPTP will be conducted throughout the plan implementation period.

The DPCU will also assess the performance of all development programmes/projects when completed to ascertain whether the intervention has achieved its original objective (s) and assess the over all changes brought about by the intervention.

The DPCU will further examine the relevance of development effectiveness of all projects in line with the GSGDA. These evaluations will help improve management and provide insights for effective programme design and implementation.

## **2.12 PARTICIPATORY MONITORING AND EVALUATION**

One of the valuable tools to capture and ascertain perceptions and assess whether development interventions set in motion have met people's expectations especially the poor and vulnerable in the society is participatory monitoring and evaluation.

To ensure that this important exercise is effective, the DPCU will educate and create awareness among beneficiaries and will involve them in the selection of possible indicators to monitor the interventions.

The fundamental activity that will be undertaken under participatory M&E will be to promote partnerships between the District Assembly and NGOs/CBOs as well as the communities. The DPCU will lease with NGOs/ CBOs which are already engaged in participatory M & E and advocacy activities in the country to provide training , capacity building and strengthening local stakeholders in participatory M&E methods/ systems.

The DPCU will organise workshops for representatives of stakeholders and local NGOs / CBOs to discuss the roles of different stakeholders in participatory M&E.

The DPCU will also use focus group discussions as participatory M&E tool and methodology for social analysis of participatory impact assessment in the district.

## **CHAPTER FIVE**

### **OTHER ISSUES OF RELEVANCE TO M&E**

#### **3.1 COLLABORATION WITH DEVELOPMENT PARTNERS.**

The effective implementation of the District Monitoring and Evaluation Plan entails the total involvement of all stakeholders especially development partners both within and outside the district. This is because development partners like NGOs, Bilateral/ Multilateral agencies are very important implementers and facilitators which often provide funds, materials and technical assistance to some projects in DMTDP and other plans. Their activities facilitate the efforts of the District Assembly and communities towards development in various Districts of the country.

The Bia District Assembly, for that matter DPCU will co-ordinate and collaborate effectively and efficiently with its development partners to mobilise and utilise both local and external resources to conduct strategic monitoring and evaluation activities to track progress of development projects in the district. This will ensure value for money and improve the quality of life of the people.

#### **3.2 PROCESS OF DEVELOPING THE M & E PLAN**

The Plan preparation was participatory. The District Assembly through the District Coordinating Unit (DPCU) involved all key stakeholders. The involvement of the stakeholders was to ensure acceptance and commitment to plan implementation to achieve the desired results to improve quality of life of the people.