



C o n c e p t n o t e a n d A g e n d a :

Evaluation and Planning session and Platform Board meeting

March 13, 2.30pm – March 14, 3pm

Venue: European Commission, Rue de la Science 15, Brussels

Platform Network Evaluation- Brussels Consultation: This workshop is part of a sequence of logical planning steps towards assessing the Platform's effectiveness and defining medium term expected outputs and set targets for the initiative.

1. Background

During the Platform Paris meeting in December 2008, the Platform Board decided to engage in a review of the Platform's stated goal and objectives with view to enhance results based planning and thus relevance and effectiveness of the initiative. This decision was taken to address an identified need for clearly defined results and indicators, in particular in relation to its short and medium term results. The Platform had intended to hold a logframe workshop in Brussels in March 2008 to further develop the strategic thinking around the Platform's results, advancing the Platform's previous strategic planning sessions, in particular those of the Poggiovalle SC retreat (September 2007) and the Board Meeting in Paris in December 2007.

In December 2007, the Platform commissioned a network evaluation of the Platform, which is aimed at assessing the continued relevance and effectiveness of the Platform in achieving its mission as well as its efficiency. The findings of the inception phase of the evaluation, which were shared with SC members on February 14, 2008 in a conference call, were that:

- The Platform is still in an early stage of evolution as a network. While in existence since 2004 Platform activities commenced in 2005. The Platform has been involved in a number of different activities since then and has experimented with various categorizations of its key output areas. The Platform is in a formative stage of clarifying its niche, targets, program areas, structure, and processes. As is often the case with new and evolving networks, the Platform has not yet explicitly defined expected results of the network (nor measures that can be used to assess such results).
- There is unanimity among interviewed Platform members and the Secretariat about the need for a forward looking and formative evaluation, that will help the Platform identify and learn lessons from the past to inform future directions.
- The proposed timing of the logframe workshop and the harvesting exercise appeared to be out of sync with the evaluation exercise. The evaluation team proposed that the timing of the harvesting exercise be moved up so that it would feed into the evaluation report. It also proposed that the Platform delays the logframe workshop until the results of the evaluation are submitted, and conversely proposed.

During the SC meeting of February 14, 2008, participants endorsed the findings and suggestions of the evaluation team. It was agreed that the evaluation team proposed to assist the Platform in restructuring the Brussels workshop so that it would accommodate the needs of the evaluation team to collect data from Platform stakeholders and support the Platform members desire to commence more in-depth reflection on the expected results of the Platform.

2. Objectives

The proposed objectives of the March 2008 consultations are to:

1. Obtain Platform members' views on the context, performance and capacities of the Platform including, **but not limited to**:
 - Members views on the extent to which the Platform is realizing its vision, mission and objectives
 - Members' views on the relevance of the Platform (present and future)
 - Members views on Platform capacities
2. Definition of the implicit or inferred logic (results, beneficiaries, activities, indicators) of Platform outputs and activities. Definition of milestones per output (advocacy, shared learning, aid effectiveness and Network development). Results will be used as the basis for assessing the Platform's effectiveness during the evaluation and will be used by the Platform as the basis for development of the Platform's logframe and further strategic planning.

Agenda: Evaluation and planning and Board meeting

The sessions on March 13, 2.30pm onwards and on March 14, until 3pm will be led by Universalis: Ms Gerry Cooney and Mr Charles Lusthaus. The following Board meeting will be chaired by Christoph Kohlmeyer.

Thursday, March 13, 2008		
Planning and Evaluation session		
14.30 -15.00	Introduction (individuals, evaluation, purpose of session, agenda overview).	Duration: 15-30 minutes
15.00 – 17.00	Discussion around main evaluation issues: <ul style="list-style-type: none"> • Platform's vision, mission and objectives • Platform's relevance • Platform Membership, Governance and operational structures • Platform capacities • Others 	Duration: 2 hours Review materials: synthesis of Poggiovalle SWOT and stakeholders analysis
17.00-17.15	Coffee break	
17.15 - 17.45	Session on "What are networks for? Differences between networks and organizations"	Duration: presentation 15 minutes, questions/discussion 15 minutes Reading materials: Charles Lusthaus "The evaluation of interorganizational relationships"
17.45 -18.00	Wrap up of Day 1	Duration: 15 minutes

Friday, March 14, 2008

Planning and Evaluation session (ctd.)

9.00 am	Overview of Day 2	Duration: 15 minutes
Day 2 – Morning 9.15 – 10.45	<p>Identifying Platform's inferred results, logic sequence and indicators</p> <p>Introduction to exercise: Rationale for this approach, what good results look like , what is a result chain (15 minutes)</p> <p>On the basis of Platform stated results, participants will be tasked with identifying inferred results of the Platform at various different levels including mission, objectives, outputs and for its different target groups.</p>	<p>Duration: 1.5 hours</p> <p>Small group sessions</p> <p>Reading materials: OECD –DAC definitions for results.</p> <p>Materials needed: LCD projector, Flip Charts and markers, Index cards, Adhesive</p>
10.45 -11.00	Coffee break	
11.00-12:15	<p>Assessing the Platform's effectiveness:</p> <p>Using the results and indicators identified in the previous exercise, participants will be tasked with analyzing Platform's effectiveness against these inferred results. Follow-up discussion: key lessons learned and implications for the future.</p>	<p>Duration: 1.25 hours</p> <p>Small group sessions</p> <p>Materials needed: LCD projector, Flip Charts and markers, Index cards, Adhesive</p>
12:15-13.15	Lunch	
13.15- 14.45	<p>From analysis to planning: Definition of milestones per output.</p> <p>“What is your vision for the next 3 and the next 5 years in terms of advocacy, shared learning, aid effectiveness and Network development?”</p> <p>Wrap-up: i) implications for the evaluation, ii) Steps forward for the Platform</p>	Duration: 1.5 hour

Platform Board Meeting

14.45 - 16.15	<p><u>Chair: Christoph Kohlmeyer</u></p> <ol style="list-style-type: none"> 1. Election of Co-Chair 2. Location and theme Annual Meeting 2008 3. Update Secretariat activities, with focus on: <ol style="list-style-type: none"> i) Discussion: <ul style="list-style-type: none"> Platform harvesting concept (CL, SB, 20 min) Status Platform Joint Principles (SB, 5-10 min) ii) Report: <ul style="list-style-type: none"> Advocacy and Communication (SB, CL, 5 min) Status and responses country requests (SB, 3 min) CAADP (SB, 5 min) Charter (SB, 3 min) 	<p>Reading materials:</p> <p>Evaluation Inception report,</p> <p>Platform activity Matrix 2008,</p> <p>Concept: Platform Harvesting,</p> <p>Note: Platform Joint Principles,</p> <p>Memo: status country requests</p> <p>Governance Charter: revised by Susan and John, edited by Tim N.</p>
---------------	---	--

