



EDUCATION
HUNAR AND RELIEF
DEVELOPMENT FOUNDATION

MONITORING AND EVALUATION POLICY

This policy outlines EHRDF’s framework for monitoring and evaluating its programs to ensure effectiveness, accountability, and continuous improvement. It defines processes for data collection, analysis, and reporting to support evidence-based decisions and transparency, ensuring all initiatives align with EHRDF’s mission, strategic goals, and community needs.

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1. Introduction

The Monitoring and Evaluation (M&E) Manual of Education Hunar Relief Development Foundation (EHRDF) outlines a strategic framework to systematically monitor, assess, and evaluate the effectiveness, efficiency, and long-term impact of EHRDF's educational and developmental initiatives. This manual is a key tool to guide data-driven decision-making, foster organizational learning, and ensure transparency and accountability across all levels of our work.

As a new and rapidly growing organization, EHRDF is committed to embedding strong M&E practices from the outset to build credibility, demonstrate results, and continuously improve programming for the benefit of underserved communities.

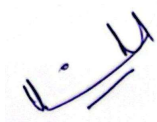
2. Objectives

- To establish robust systems for continuous monitoring of EHRDF's programs and projects, ensuring alignment with organizational goals.
- To conduct structured evaluations that assess relevance, effectiveness, efficiency, sustainability, and impact.
- To facilitate institutional learning and capacity building based on evidence and reflection.
- To promote accountability and transparency by using verified data to communicate progress with stakeholders.

3. Monitoring Framework

- **Indicators and Targets:** EHRDF will develop clear, relevant, and measurable indicators for each program, with defined baselines and annual targets to track success.
- **Data Collection Plan:** Each initiative will have a dedicated data collection plan specifying methods, sources, timelines, and responsible individuals.
- **Monitoring Tools:** A diverse mix of tools—surveys, interviews, focus group discussions, mobile data collection apps, direct observation—will be employed based on project needs and contexts.

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4. Evaluation Framework

- **Evaluation Criteria:** Interventions will be evaluated using international standards of relevance, effectiveness, efficiency, sustainability, and impact.
- **Evaluation Design:** Tailored evaluation methodologies—quantitative, qualitative, or mixed—will be selected based on project size, complexity, and stage.
- **Evaluation Reports:** Clear, accessible evaluation reports will be produced with actionable recommendations and shared with internal teams and key external stakeholders.

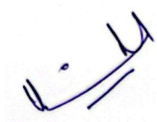
5. Data Management and Analysis

- **Data Quality Assurance:** Standard operating procedures will ensure data accuracy, completeness, and validity, including checks, audits, and digital verification.
- **Data Analysis:** Collected data will be analyzed using appropriate tools (e.g., Excel, SPSS, Power BI) to generate insights and trends that support decision-making.
- **Data Utilization:** Findings will guide strategic planning, program refinement, donor reporting, and external communication.

6. Learning and Knowledge Sharing

- **Learning Culture:** EHRDF will encourage a culture of reflection and adaptive learning, integrating feedback into planning cycles.
- **Knowledge Management:** Lessons learned, success stories, and best practices will be documented, stored, and disseminated internally and externally to strengthen future programming.

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7. Accountability and Transparency

- **Stakeholder Engagement:** EHRDF will ensure participatory M&E processes that include voices of beneficiaries, local partners, donors, and other key actors.
- **Transparency:** Reports and findings will be shared in appropriate formats to uphold donor confidence, beneficiary trust, and public accountability.

8. Capacity Building

- **Training and Capacity Development:** Ongoing training in M&E methodologies, digital tools, and data analysis will be provided to staff and local partners.
- **Technical Support:** Where necessary, EHRDF will engage expert consultants or external M&E partners to enhance technical rigor and innovation in measurement approaches.

9. Conclusion

This Monitoring and Evaluation Manual reflects EHRDF commitment to responsible development, measurable outcomes, and transformative change. Through rigorous M&E systems, EHRDF aims to build a legacy of integrity, innovation, and impact in the sectors of education, skills development, and relief.

Approved by the Board of Directors May 01, 2026

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