South African Monitoring and Evaluation Association

# 2016 SAMEA ANNUAL REPORT

## Theme: Strengthening Evaluation Culture and Building Capacity in South Africa

# Acknowledgement of Partners

SAMEA
South African Monitoring and Evaluation Association

planning, monitoring and evaluation
Department:
Planning, Monitoring and Evaluation
REPUBLIC OF SOUTH AFRICA

G:ENESIS
UNLOCKING VALUE

ZENEX
FOUNDATION

clear
Centers for Learning on Evaluation and Results
ANGLOPHONE AFRICA

school of government
Department:
National School of Government
REPUBLIC OF SOUTH AFRICA

# Overview of strategic vision, key programmes and outcomes & highlights

**SAMEA** strives to cultivate a vibrant community that will support, guide and strengthen the development of monitoring and evaluation (M&E) as an important discipline, profession and instrument for empowerment and accountability in South Africa.

Through this it intends to promote the recognition of M&E as a profession and discipline essential to development, and practiced and used in a manner that adds significant value to effective, sustainable development in South Africa.

The day-to-day activities of SAMEA are undertaken under the leadership of the voluntary Board of Directors, with limited administrative support from a part-time administrator.

# Directors for 2015 -2016

- Prof Richard Levin ( Chair Person)
- Mr Dugan Fraser ( Deputy Chair)
- Ms Fazeela Hoosen (Deputy Chair)
- Ms Alyna Wyatt (Treasurer)
- Mr Ramesh Maharaj
- Ms Nombeko Mbava
- Dr Lauren Wildschut
- Dr Victor Naidu
- Dr Bill Sewell
- Mr Awuor Ponge

# Overview of strategic vision

- We had the strategic planning session on 15 January 2016
- Informed by the 2015 strategic review completed, late 2015
- Development of 3 Portfolios:
  - **Membership and membership services Portfolio**
  - **Strengthening evaluators and evaluation Portfolio**
  - **Organizational governance Portfolio**
- Work plans for each portfolio developed & currently being implemented

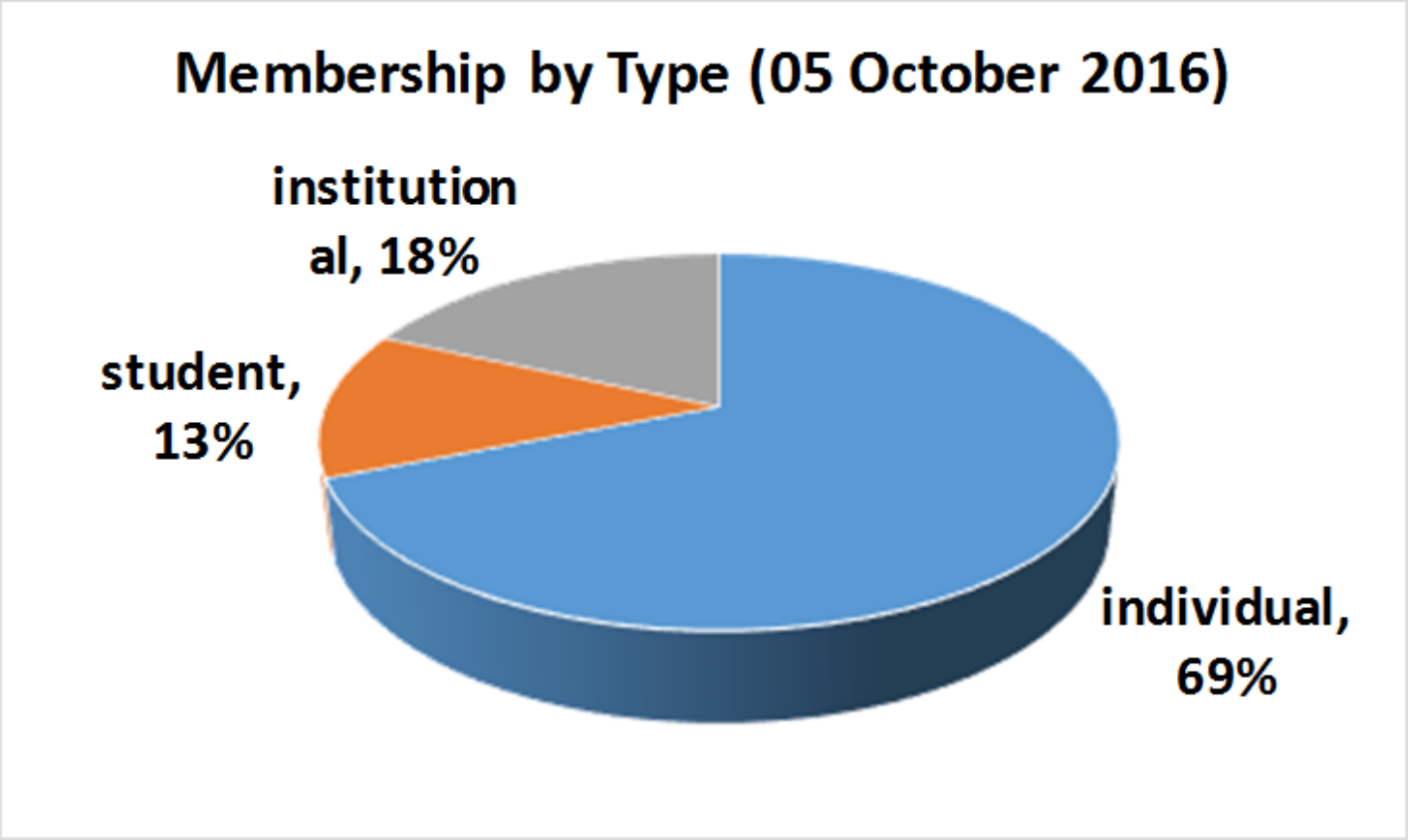
# SAMEA 2016 Events

| Date | Title | Event | costs |
|---|---|---|---|
| 23 February | Eval Café: | Skillful evaluation | Free |
| 30 May | Eval Café: | Exploring the difference between Research and Monitoring and Evaluation | Free |
| 7 June | Seminar: | Strengthening M&E Systems: Lessons Learned from AEA | Free |
| | Seminar: | Utilization of Evaluation Findings | Free |
| 9 June | Seminar: | Professionalization of Evaluation | Free |
| 10 June | Seminar: | DPME Competencies: A Considered Response | Free |
| 13 June | Seminar: | Evaluator Competencies and Professionalization | Free |
| 14 June | Seminar: | Utilization of Evaluation Findings | Free |
| 24 Sept | Eval Café: | Theory of Change | Free |
| 6-7 October | Workshops | Capacity Building workshops | Paid |
| 27 October | Eval Café: | Highlights from European Evaluation Society (EES) 2016 Conference | Free |
| 02 November | Eval Café: | Establishing evaluator competencies in South Africa – what could be in store for us? | Free |

# Membership Update

681 members of SAMEA in good-standing as at 05 October 2016

10 institutional members- Highest number thus far

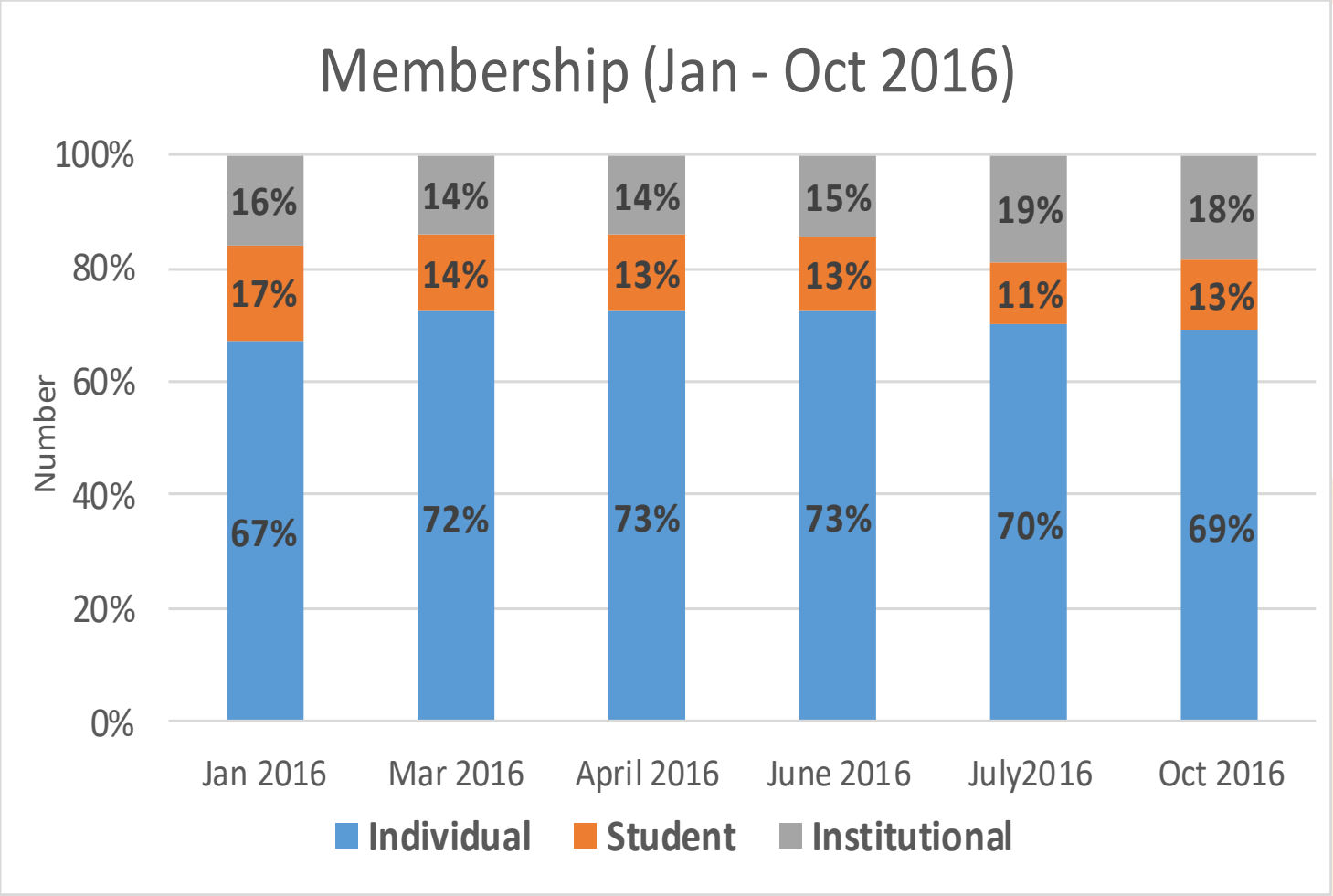


# Membership (Jan – Oct 2016)

Increase from Jan to Mar 2016

Dropped slightly from April to June 2016.

Gradual increase between June to October



# Overview of outcomes & highlights

- Lively monthly discussions led by Board members on SAMEAtalk
- Committed to strengthening other regional VOPES.
- SAMEA representation at launch of Monitoring and Evaluation Association of Swaziland (MEAS) in Swaziland
- We strive to strengthen relations, provide guidance and assistance and share knowledge and expertise in common areas of interest and it is in light of this we have
- Collectively applied for a P2P grant through the IOCE

# Progress on Organisational Governance

Revise governance framework and roles and responsibilities, ToRs and KPAs.

Human Resources

# Revise governance framework and roles and responsibilities, ToRs and KPAs

- There are some inconsistences with the founding documents and MOI and this will need to be ironed out
- Board recommends a special meeting to review & finalise the board charter
  - Date: 10 November 2016
  - Time: 13:00 – 16:00
  - Tentative Venue: Genesis Analytics

# Human Resources

- After the incoming board decision to reduce the SAMEA employee structure to just one post, a revised employment contract and job description was drafted for the post of Project Administrator .
- The key performance areas and indicators of the post were adopted by the board; and an interim performance review reflected satisfaction with the progress which the current employee.
- Given our board's commitment to membership satisfaction, it is recommended that an opportunity is created soon for SAMEA members to rate the administrative service levels which they are currently receiving, together with requests for enhanced services.
- This membership feedback will empower the board to complete an annual performance and competence evaluation in early 2017.

# Progress on Membership & Membership Services Portfolio

Communication by SAMEA with its members fosters a vibrant community of practice

The (Value for money) awareness, sharing, capacity of SAMEA members is continually developed

The emergence of young evaluators is fostered

# Communication by SAMEA with its members fosters a vibrant community of practice

- Consistently released **SAMEA newsletter** on a monthly basis to members
- Currently revising the newsletter so it has more interactive content.
- **SAMEA Website** content is currently being reviewed by SAMEA board members to reflect current information in SA &internationally.
- **SAMEA Membership survey -** planned to be circulated to members in November 2016
- Members to please ensure that SAMEA has their latest email addresses (update this on online profiles)

# New policies in the pipeline

## Membership Participation Policy

- The purpose is to provide a principled guide for appropriate participation of SAMEA members across all SAMEA related platforms, mediums and messaging.
- A sub-committee comprised of active SAMEA members have been formed. Progress on this is still underway.

## SAMEA Membership Recognition Awards Policy

- A draft version is developed and is subject to finalization by the end of the year.
- Piloting at the next SAMEA Biennial Conference in 2017.

# The (Value for money) awareness, sharing, capacity of members is continually developed

**SAMEA Capacity Development Workshops (6&7 Oct)**

**SAMEA / HSRC EvalCafes**

- 3 EvalCafes completed
- 2 more to take place in October & November.

## October EvalCafe

**Topic:** Highlights from European Evaluation Society (EES) 2016 Conference
**Presenter:** Benita Williams
**Date:** 27 October 2016
**Time:** 14:30 – 16:00
**HSRC:** VVC Pretoria, Cape Town & Durban

## November EvalCafe

**Topic:** Establishing evaluator competencies in South Africa – what could be in store for us?
**Presenter:** Rhoda Goremucheche
**Date:** 02 November 2016
**Time:** 13:00 - 14:30
**HSRC:** VVC Pretoria, Cape Town & Durban

# The (Value for money) awareness, sharing, capacity of members is continually developed

**SAMEA 6th Biennial Conference** (2017)

- Development of a Conference Work Plan is underway
- Conference Task Team

**Proposed dates**: 09 – 13 October

**Location:** TBC

# The emergence of young evaluators is fostered

## Formulating an Emerging Evaluator Strategy

- Emerging Evaluator Capacity concept note still being developed

## Participation on EvalYouth Task Forces.

- Task Force 1: To increase involvement of YEE in VOPE governance, committees and activities
- Task Force 2: To develop a YEE Mentoring Program
- Task Force 3: To organize EvalYouth conferences

**Feedback Session on Task Force Groups @ 13:45, Madison**

# Progress on Strengthening evaluators and evaluation Portfolio

Develop clear research agenda and facilitate commencement of 4 studies

Development of frameworks on ethics, standards and competencies

Partnerships with evaluation stakeholders are forged & sustained

# Develop clear research agenda and facilitate commencement of 4 studies

- A research partnership has been forged between CLEAR-AA, CREST and SAMEA
- Clear set of research topics have been identified
- Funding for up to 4 studies has been secured
- Call for proposals has been issued and promoted locally & on BetterEvaluation.Org.
- So far we have received 6 proposals and anticipate more by 14 October deadline.

# Development of frameworks on ethics, standards and competencies

- A draft of a SAMEA position paper on evaluation ethics and standards has been developed to be considered by the Board during October 2016.
- Task teams to be developed to assist with this process. Request for members to participate:
  - Ethics and Standards Task team
  - Competency Task team
- Once revised and approved, it will be circulated for comment by members and formally adopted during 2017.

# Partnerships with evaluation stakeholders are forged & sustained

- There has been progress in this area but it has been uneven, e.g, our efforts to support the AEJ have not been successful.
- We are working on re-energising our relationship with our key government partners.
- We had a successful SAMEA-AEA Partnership Program which sought to provide a platform for the SA evaluation community to engage with the idea of developing competencies for the country and review what we currently have in place.
- Dr Laurie Stevahn's visit was also intended to strengthen the visibility of SAMEA and offer our members and the broader evaluation community a capacity development opportunity.

# SAMEA Financial status

- SAMEA aims to maintain a healthy financial balance of R1 million year on year (as determined in 2012 / 2013)
- 2016 FY began with a cash balance of R 1 179 358
- Ended the financial year with a balance of R 911 636
- 2016 FY had an additional SAMEA Secretariat staff member, increasing operating cost for that year (Secretariat is now down to one staff again)
- 2017 FY looks to be on track even in absence of conference year – currently ahead of 2016 FY balance
- Board has determined that membership fee should increase to due inflation and we propose R420/individual membership, R100 / student membership – fees have not increased since prior to 2012

# Financial Administration & Auditors

- Treasurer hand-over occurred in  May 2016
- Boshoff are the SAMEA Auditors and book keepers
- Have been our auditors for more than three years however; @ Special Meeting, quorum confirmed that it wouldn't be prudent to change auditors mid-year
- Will collect quotes to potentially change Auditors in new FY (for FY 2018 from March 2017)

# Financial Planning

- In preparation for Strategic Planning to occur in January 2017, work stream budgets will be prepared so that improved spending can enhance member services
- Work stream budgeting will also facilitate fundraising efforts as potential funders will have specific ‘projects’ to support
- For conference 2017 sponsorship tiers and packages will be developed and ‘sold’ in effort to generate increased partnerships and funding from a more diverse set of partners
- SAMEA main bank balance will be moved into a higher interest bearing account given our total balance, while also keeping an account for monthly transactions

# Board Election results - 2016

The current elections results were as follows;

Number of votes that have been casted: 104

Number of voters that casted a vote: 66

Jerusha Govender 43 Votes

Nombeko Dlamini 18 Votes

Asgar Bhikoo 38 Votes

Our new board members are **Jerusha Govender** and **Asgar Bhikoo**

# Board Elections

- March 2014 – 2 new board members elected outside of AGM cycle due to resignations
- Two board members term ends in March 2017
- Intention is to streamline board member elections with AGM cycle.
- Proposal to have an extension of 2 board members terms to October 2017.

# Awards Ceremony

SAMEA seeks to appreciate and recognize SAMEA legacy board members as well as to recognize outstanding leadership, innovation and accomplishments in the field of development evaluation in South Africa, and to SAMEA specifically as an association.

To start off this initiative, we will be honouring our SAMEA founding members whose foresight and leadership laid the foundation for the SAMEA that we have today.

# SAMEA Founding Board Members

Ms Jennifer Lynn Bisgard: Chair person

Dr Mark Abrahams: Deputy Chair

Ms Benita William : Treasurer

Dr Kevin Kelly

Dr More Chakane

Dr  Indran Naidoo

Dr Marlene Roefs

Ms Lise Kriel

Ms Natasha Nel

Ms Nokuzola Mamabolo

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# THANKS