

**Concept Note of
The 25th Monitoring and Evaluation Learning Forum**

“Sharing M&E Actual Practices During COVID-19 Pandemic”

04 June 2021, 8:30 am – 12:00 pm

Virtual Platform: **Google Meet**

I. Introduction

To respond to the needs on capacity development of Non-Governmental Organization (NGO), especially in the period of the community outbreak of the COVID-19 pandemic in Cambodia, CCC conducted a virtual meeting with M&E Working Group members to identify the topic for the M&E Learning Forum in 2021, through reviewing the key achievements and the survey’s findings in 2020. With support from the M&E working group, CCC will conduct a Virtual Monitoring and Evaluation Learning Forum on **“Sharing M&E Actual Practices During COVID-19 Pandemic”** on 04 June 2021.

As the largest membership-based platform for NGO in Cambodia, the Cooperation Committee for Cambodia (CCC) has around 200 foreign and domestic NGOs as members and other provincial NGO networks in 15 provinces of Cambodia who are working in different development sectors.

II. Objectives of the Learning Forum

- To share practical experiences among participants on challenges and solutions on program implementation and M&E work during COVID-19 pandemic
- To discuss some possible actions to contribute to the program intervention and M&E work during COVID-19 pandemic
- To build up more network and relationship among M&E practitioners and professionals for ongoing learning on M&E and related issues.

III. Expected outputs

The participants will

- Share their experiences and gain more inputs on the practical challenges and solutions on program/project implementation and M&E work during the COVID-19 pandemic
- Obtain possible actions from the forum to improve their work during the COVID-19 pandemic
- Enhance network with M&E practitioners and professionals.

IV. Participation and Fee

The M&E Virtual Learning Forum is offered to a maximum of 200 participants from NGOs/Associations who are **M&E practitioners, professionals, and project/program managers**. The interested participants are required to have a prior online registration so that CCC's staff will send the link (Google Meet) to the registrants through registered email address.

- For CCC members: two spaces are provided free of charge to NGOs who are CCC members. And, if there are more than two participants, the fee will be charged USD 10 per person/course.
- For Non-CCC members: the fee will be charged USD 20 per person/course.

*****Note:** *The M&E Learning Forum will be conducted in Khmer Language only.*

V. Detailed Agenda

Time	Key Contents	Resource persons
08:00-08:30	Open platform for online login	○ CCC Team
08:30-08:40	Introduction objectives and ground rules	Ms. Than Sokhomala GPP Officer, CCC
08:40-08:50	Welcome and Opening Remarks	Ms. Sin Putheary Executive Director, CCC
08:50-10:00	<p>Session 1: Breakout session of sharing M&E actual practices</p> <ul style="list-style-type: none"> • What challenges have you faced during the COVID-19 outbreak in Cambodia? <p>*** The challenges that related to project/program implementation, M&E, and budget.</p> <ul style="list-style-type: none"> • How did you overcome those challenges? • Any proposed solutions/actions will you bring to project/program implementation or M&E work? <p>- Breakout room 1: Advocacy, policy, research, and organizational capacity development NGOs</p> <p>- Breakout room 2: Grant NGOs</p> <p>- Breakout room 3: Grassroots NGOs</p>	<p>Ms. Pheng Chandy GPP Specialist, CCC</p> <p>Facilitators: M&E Working Group Members:</p> <p>Mr. Kong Bunna Mr. Mar Sophal Mr. Heng Kun Ms. Kheang Sokleng Mr. Khim Narith Ms. Laing Thyda Mr. Yeng Seng Mr. Vang Sean Mr. Sun Buntha</p>

	<ul style="list-style-type: none"> - Breakout room 4: Grassroots NGOs - Breakout room 5: Grassroots NGOs 	
10:00-10:05	Break	All
10:05-11:50	<p>Session 2: Plenary session of sharing M&E actual practices</p> <ul style="list-style-type: none"> - Presentation of each group in the plenary session - Question and Answer 	<p>Ms. Pheng Chandy GPP Specialist, CCC</p> <p>M&E Working Group Members</p>
11:50-12:00	Closing the event	<p>Mr. Kong Bunna Ex-Senior Program Manager Heifer International Cambodia and M&E WG member</p>

Note: CCC reserves the right to change the agenda based on the availability of the speakers and time constraints. The virtual forum will be recorded.

Partnerships for Sustainable and Democratic Development in Cambodia