

management response tracking matrix

Evaluation Title: **The final evaluation of the Project “Youth Social Inclusion for Civic Engagement in Ukraine”**

Evaluation Completion Date: **September 2011**

Key Issues and Recommendations	Management Response				Tracking	
	Response	Key Actions	Timeframe	Responsible unit(s)	Status ¹	Comments
National and International UN Volunteers management: - To continue the practice of assignment of National UN Volunteers as regional coordinators for facilitating volunteerism in local communities as its effectiveness is proved by almost all Project partners and beneficiaries; - To prepare written overview of specific tasks and expected results for National UN Volunteers (according to most National UN Volunteers this would increase the effectiveness of their work); - To pay more attention on NUNV qualifications as within the Project some of the National UN Volunteers lacked qualification and	Develop a more effective volunteers management	Quality control of the DoA submitted. Improve the quality of the initial briefing/training for UN Volunteers also related to their future assignments	June 2012	UNV Field Unit UNDP Ukraine		

¹ Options: Completed, Initiated, Pending, Overdue (shows “overdue” in the ERC if timeframe has been exceeded).

<p>understanding of the nature of work;</p> <ul style="list-style-type: none"> - To provide training on standard UNDP/UNV procedures for project managers/international UNVs who don't have relevant experience (the Project managers and National UN Volunteers indicated the need in it); - Not to appoint two project managers instead of one 						
<p>Project management</p> <ul style="list-style-type: none"> - To ensure measurability of the results for the all activities of the projects (the e-learning courses effectiveness haven't been measured through Project, also baseline opinion poll of youth living in the villages with youth centers would allow to track the changes within the period of Project implementation); - Provide connection between UNV programs working in similar areas and access to evaluation and lessons learned from prior programs (according to Project managers such information would increase efficiency of their work). 	<p>Improve quality and comprehensiveness of future project documents.</p>	<ul style="list-style-type: none"> - Include in all the prodoc a solid M&E system - Facilitate informational exchange among UN agencies and projects, other national and international NGOs working in similar areas and taking into account lessons learned from prior projects by project managers; 	<p>February 2012</p>	<p>UNV Field unit</p> <p>UNDP Ukraine</p>		
<p>Sharing Materials</p> <ul style="list-style-type: none"> - To publish the results of "Living Heritage» pilot projects on Youth portal for not losing the idea, perceived knowledge and 	<p>Improve visibility and transparency by sharing knowledge</p>	<ul style="list-style-type: none"> - Share Living Heritage prodoc with UN agencies - Disseminate further the electronic version of the 	<p>April 2012</p>	<p>UNV Field Unit</p> <p>UNDP Ukraine</p>		

<p>experience;</p> <ul style="list-style-type: none"> - To spread the Handbook of development youth initiative; - To share with the Project materials with other relevant UN projects (i.e. future) and stakeholders - To launch the statistics of usage of e-learning distance courses on Youth Portal and the questionnaires on their impact; - To ensure visibility of successful local intervention on the national level; 		<p>Handbook</p> <p>-Request Ministry of Youth and Sport to disclose portal statistics</p>				
<p>Skills for Success Programme</p> <ul style="list-style-type: none"> - To expand the Programme on all oblasts and prioritize working in rural and small towns area where the access to education, employment and computer skills is much lower than in the cities; - To conduct pre-tests of the new evaluation tools (5-10 respondents or monitoring visits would be enough for the pre-test); - To include option «hard to say» to the evaluation questionnaire; - To include the questions about initial level of computer skills of the pupils to the questionnaire for facilitators; - The number of monitoring visits to facilitators should be set according to the sample size formula for small 	Improving Monitoring	<p>- Improve the monitoring system related to Skill for success in order to have comparable data.</p>	February 2012	INTEL		

<p>(hypergeometric) populations (the file for determining sample size was sent to the Programme Coordinator and she confirmed understanding and intention to use it);</p> <ul style="list-style-type: none"> - To work out unified standards of monitoring reports structure; - To include to the monitoring reports the information on the data which could be tracked from previous year, analysis by gender, geographic, urban/rural parameters; 						
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