

MONITORING AND EVALUATION REPORT I-MHERE B.1

Book I: PROGRAM (max. 20 pages)

Section 1: Introduction (max 2 pages)

Briefly describe:

- project background, strategic issue
- the most outstanding achievement
- current project implementation and conclusion, including a general self assessment of the overall achievement, obstacles, action taken, and future plan (next year).

Section 2: Project Overall Achievement (max 4 pages)

- description of most outstanding performance
- status of performance indicators, presented in the following table, for all study programs:

No	Main Indicators	Baseline	Current achievement	Mid-term target	Final target
1	Average Graduates GPA				
2	Average Time to Graduate (months)				
3	Average Waiting Time for First Employment (months)				
5	Average Students TOEFL's Score				
6	Number of Students Obtaining Scholarship Per Year				
7	Proportion of students from disadvantage groups				
8	Number of Community Service Activity				
9	Number of Collaboration				

- status of physical progress for all project components as per reporting period
- status of disbursement for all project components as per reporting period, including a general self assessment of the overall budget disbursement

Section 3: Detailed Project Achievement

For each proposed study program produce a separate report that depicts:

- intended outcomes of the project/program as described in the latest PIP
- status of performance indicators in the following table;

No	Main Indicators			Baseline	Current achievement	Mid-term target	Final target
1	Average Graduates GPA						
2	Average Time to Graduate (months)						
3	Average Waiting Time for First Employment (months)						
4	Scientific Publications At Reputable Seminars/Journals (titles per year)	Seminars/ Conference	National				
			International				
		Journals	National				
			International				
5	Average Students TOEFL's Score						
6	Number of Students Obtaining Scholarship Per Year						
7	Proportion of students from disadvantage groups						
8	Number of Community Service Activity						
9	Number of Collaboration						
10	Number of Patent and Intellectual Property Rights						
11	Number of National Competitive Research Grants Per Year						

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- progress and outstanding achievement by each study program
- progress and outstanding achievement by university-wide program (outreach and community development)
- success and impacts to the surrounding academic community;
- obstacles and action take to resolve; and
- future plan of actions (main issue to be address in next year PIP)

Book II: PROCUREMENT and FMR

Section 1: Progress Summary (max 4 pages)

Briefly describe:

- current accumulated procurement progress as compared to the original procurement schedule (include updating procurement plan)
- current accumulated budget disbursement as compared to the original total budget to this period
- next plan of action / program to achieve targeted performance
- what have been done successfully and/or what went wrong, and why.

Section 2: Detailed Procurement and Financial Management Repot

Provide information in accordance to given format

Book III: CAPACITY BUILDING (max. 10 pages)

Section 1: Project Summary (max 2 pages)

Briefly describe:

- the overall objective of capacity building program
- outstanding achievement in capacity building program for financial and procurement management as per latest progress period
- identify area / programs that have been successful and or failed during the implementation, and explain why.

Section 2: Capacity Building for Financial Management

Briefly describe:

- the overall objective of capacity building in financial management, strategy chosen and the rationale thereof;
- program objective and targeted performance
- current project implementation
Brief discussion on the achievement of performance indicators, including a general self assessment of the overall achievement, obstacles, action taken, and future plan.
- identify financial management programs that have been successful and or failed during the implementation, and explain why.

Section 3: Capacity Building for Procurement Management

Briefly describe:

- the overall objective of capacity building in financial management, strategy chosen and the rationale thereof;

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- program objective and targeted performance
- current project implementation
 - Brief discussion on the achievement of performance indicators, including a general self assessment of the overall achievement, obstacles, action taken, and future plan.
- identify procurement management programs that have been successful and or failed during the implementation, and explain why.