



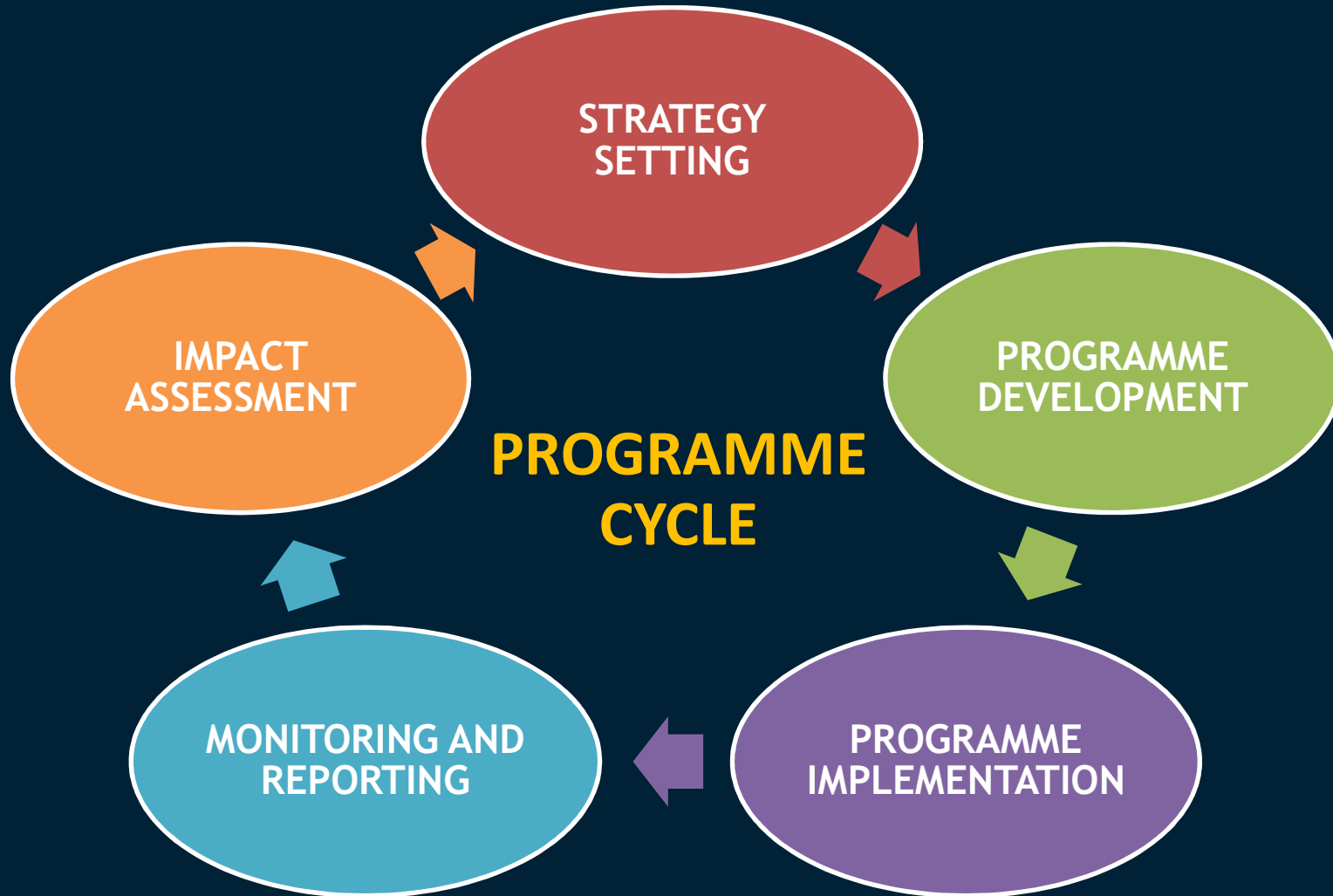
**Regional Cooperation Council**

**Monitoring and Reporting - working definitions**  
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**REGIONAL WORKSHOP ON MONITORING AND REPORTING**  
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# Monitoring and reporting within the programme cycle



# Monitoring and reporting in the context of EU Framework for NRISs

- EC asks for “putting in place a robust monitoring system” (COM (2011) 173) for measuring progress regarding Roma integration.
- The in-depth monitoring by Member States of the implementation of NRISs is considered a sound method for ensuring the most effective impacts of Roma integration.
- FRA has to work with Member States to develop monitoring methods which can provide a comparative analysis of the situation of Roma across Europe.

# Origin and etymology of the terms monitoring and reporting

- **Monitor:**

- from Latin, *monēre* - *warn, oversee*;
- was initially used in the meaning of “senior pupil at a school charged with keeping order, etc.” (1540s); general sense, as we use it nowadays - from 1944;
- business dictionary - supervise activities in progress to ensure they are on-course and on-schedule in meeting the objectives and performance targets.

- **Report:**

- from Latin, *reportare* - *carry back*;
- first known use - 14<sup>th</sup> century;
- business dictionary - provide information, referring to specific periods, events, occurrences, or subjects.



# How do we define monitoring and reporting?

- **Monitoring - definitions:**

EC  
EVALSED

- Continuous process of examining the context of the programme and the delivery of programme outputs to intended beneficiaries, which is carried out during the execution of a programme with the intention of immediately correcting any deviation from operational objectives.

OECD

- A continuing function that uses systematic collection of data on specified indicators to provide management and the main stakeholders of an ongoing development intervention with indications of the extent of progress and achievement of objectives and progress in the use of allocated funds.

UNDP

- Continuing function that aims primarily to provide the main stakeholders of an ongoing programme or project with early indications of progress or lack thereof in the achievement of programme or project objectives.



# How do we define monitoring and reporting?

- Reporting - definitions:

## EC EVALSED

- Recording information in order to assist in keeping records and useful information on progress, as well as in the monitoring process and the evaluation stages of any project or programme.

## UNDP

- Systematic and timely provision of essential information used as a basis for decision-making at appropriate management levels and an integral part of the monitoring function.

## IUCN

- Making an official record of a given period in the life of a project or programme that presents a summary of its implementation and performance.



# Supporting definitions

## DATA

Characteristics or information, usually numerical, that are collected through observation.

- Quantitative data is data expressing a certain quantity, amount or range.
- Qualitative data is data describing the attributes or properties that an object possesses.

## METADATA

Data that defines and describes other data.

## DATABASE

Set of data that has a regular structure and that is organized in such a way that it can be easily accessed, managed, and updated.

## DATA SET

Any organized collection of data.

## DATA SOURCE

A specific data set, metadata set, database or metadata repository from where data or metadata are available.



# Supporting definitions

## INDICATOR

A characteristic or attribute which can be measured to assess an intervention in terms of its outputs or results. Output indicators are normally straightforward. Result indicators may be more difficult to derive, and it is often appropriate to rely on indirect indicators as proxies. Indicators can be either quantitative or qualitative.

## BASELINE

Facts about the condition or performance of subjects prior to treatment. Gathering baseline data is one of the key reasons for initiating an evaluation before a program starts.

## BENCHMARKING

Qualitative and quantitative standard for comparison of the performance of an intervention. Such a standard will often be the best in the same domain of intervention or in a related domain. Benchmarking is facilitated when there is comparative information of good and not so good practice.





# Supporting definitions

## IMPACT

The change that can be credibly attributed to an intervention. Includes positive and negative, primary and secondary long-term effects produced by a development intervention, directly or indirectly, intended or unintended.

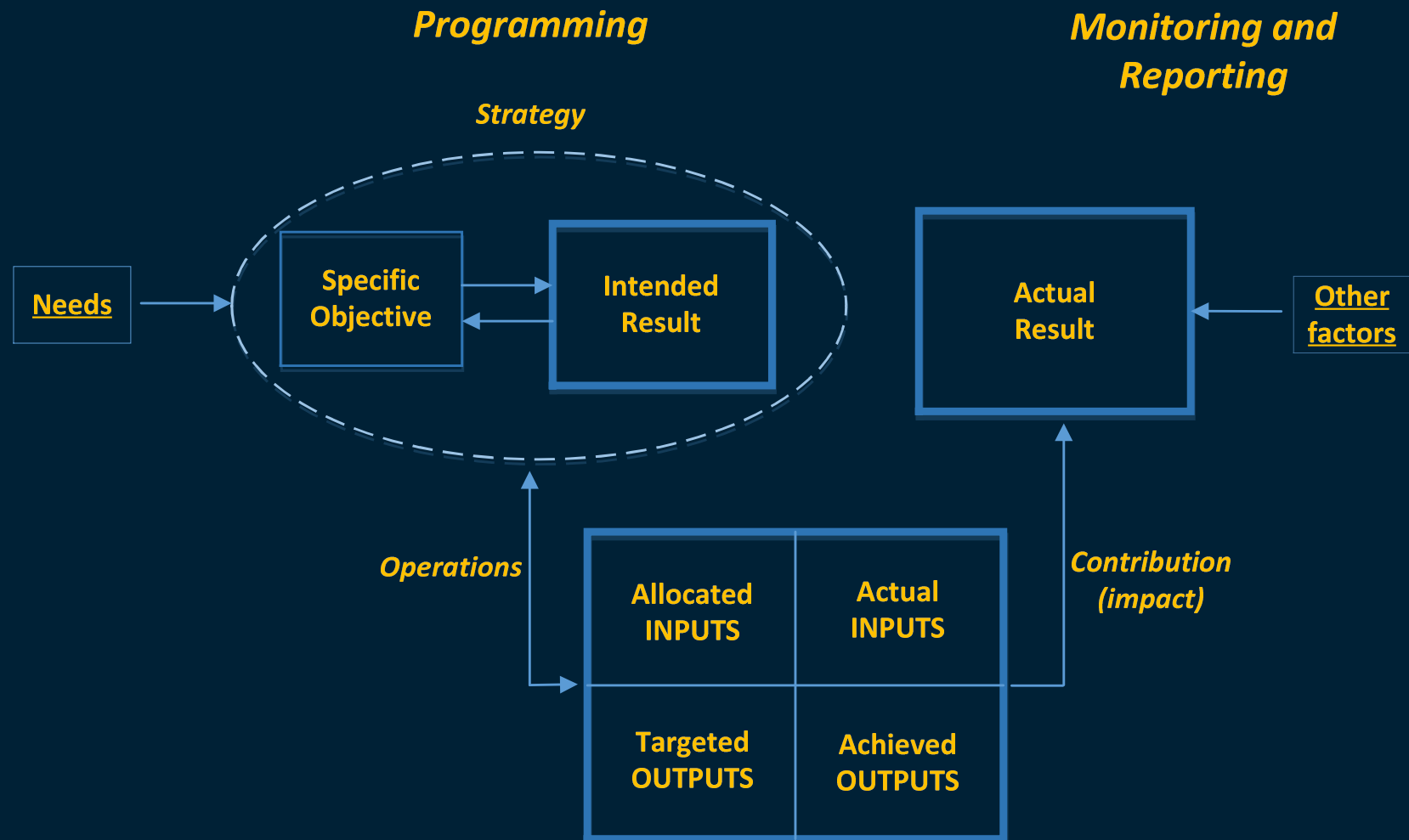
## IMPACT ASSESSMENT

A systematic study of the change that can be attributed to a particular intervention, such as a project, program or policy. Typically involves the collection of baseline data for both an intervention group and a comparison or control group, as well as a second round of data collection after the intervention.

## SURVEY

An investigation about the characteristics of a given population by means of collecting data from a sample of that population and estimating their characteristics through the systematic use of statistical methodology.

# Role of monitoring and reporting for Roma integration process



Source: EC (2014), Guidance Document on Monitoring and Evaluation.



# Thank you for your attention!

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