



**AGENCY COORDINATING BODY
FOR AFGHAN RELIEF & DEVELOPMENT**

ACBAR

Sphere Project Training Evaluation Report Nangarhar Province

ACSSI, 3th Year Project 2nd Phase



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Contents

Preface	2
Objectives of the training:	3
Participants profile:	3
Training Modules:.....	3
Training Methodology:	4
Training Evaluation:.....	4
Participants Reactions:	5
Participants Learning:	7
Job Impact:	7
Issues and Challenges:.....	8
Conclusions:.....	8
Recommendations:.....	8
ANNEX:.....	8

Preface

Evaluation of training is an important component of a training program. It provides the trainer and the management useful information in order to further improve the training materials and objectives. Evaluation should be carried out through the whole time of a training activity, after end of each training session, and sometimes after a series of sessions as well. This type of evaluation is called feedback.

The purpose of this report is to assess the effectiveness and outcomes of the ACSSI training programs (3th year-2nd phase) carried out for ACBAR member NGOs, local NGOs and CSOs and some government representatives.

This evaluation report presents the outcome and feedbacks on Sphere Project training held in Nangarhar province from 11th-12th July, 2018. The report captures participants' impressions on different aspects of the training.

In terms of methodology, the questionnaire is prepared as per Kirkpatrick's four levels of evaluation which is used comprised of brief structured questions on various aspects of the training which is circulated to the participants and questionnaire is consisting of closed, opened, multiples and scaled questions.

The evaluation questionnaire is prepared in one international language (English) and local languages (Farsi & Pashtu).

Objectives of the training:

Project Objective: strengthen and build the capacity of Afghan Civil Society Organizations (ACSSI)

The basic concept of ACBAR training is to bring changes in specific areas of knowledge, skills and attitudes in order to prepare NGO staff for better job performance. Objective of Sphere project training is to provide a general overview of what is Sphere, the Humanitarian Charter, the Sphere Minimum Standards, Sphere and the project cycle, Sphere & Advocacy and Coordination.

Sphere project training will help participants to gain necessary knowledge and enhance their skills to establish an effective coordination system in order to provide assistance for the affected community during the disaster or conflict. The objectives of Sphere project training are as follow:

- The Sphere project enables the participants to apply the standards and indicators as a tool for managing disaster response
- Sphere handbook is used for improving the quality and accountability of humanitarian actions in disaster response
- Sphere Project the NGOs to apply standard indicators in humanitarian aid in WASH, Food Security, Shelter and Protection.

Participants profile:

A total of 17 participants attended the training program from 13 INGOs and NNGOs in Nangarhar province.

Date	Province	# Participants	Male	Female	NGOs	Govt.
11–12 July 2018	Nangarhar	17	16	1	17	0

Table 01: Total Number of Participants in Nangarhar Province

Table# 01 show that the participation of female was not good in comparison to other provinces and recent training.

INGO and NNGOs' Participants									
NO	NGOs Name	# Participants			NO	NGOs Name	# Participants		
		total	M	F			Total	M	F
1	SCI	1	1		8	PIN	1	1	
2	Oxfam	1	1		9	CSO	1	1	
3	OHW	1	1		10	RI	2	2	
4	RRAA	2	2		11	DRC	1	1	
5	PU-AMI	1	1		12	NCRO	1	1	
6	MADERA	2	2		13	ACTED	1	1	
7	APA	2	1	1					
Total # of Participants : 17									

Table 02: Number of participants

Training Modules:

On basis of its training needs assessments analysis carried out at the beginning of the project year, ACBAR conducted Sphere project training. This training module is structured for duration of 2 days with the following subjects:

The Sphere project Training Outline

Sections	Subject	Description
01	Sphere project	Explain the philosophy and approach of the Sphere handbook
02	Sphere Mainstreaming	How can you use Sphere in Project Cycle, Advocacy and Coordination?
02.A	Sphere and PCM	How can you use Sphere throughout the different phases of the PC?
02.B	Sphere and Advocacy	How can you use Sphere for humanitarian advocacy?
02.C	Sphere and Coordination	How can you use Sphere to facilitate effective coordination?
03	Sphere Project Technical Chapter	Sphere technical chapter on water supply, sanitation and hygiene promotion (WASH)

Trainers: Hamid Aryan, Shafiq Azimi

Table 03: The 2 days training contents

Training Methodology:

The training methodology consisted of presentations (lectures), case studies, and group works, and open discussions, role plays, learning games, brainstorming, exercises and experience sharing.

The training presentations, Sphere project Handbook and additional complementary materials are prepared in one international language (English) and local languages (Farsi & Pashtu). Also additional complementary materials were prepared in forms of handouts and distributed during the group discussions in each presentation of the sections. The Sphere project handbooks are distributed to participants at end of training session.

At the beginning of training a pre-test and at the end post-test was taken from participants in order to assess the skills, knowledge and improvement of the training and at the end an evaluation questionnaire was distributed in order to evaluate the training results and its success amongst the participants as well.

Training Evaluation:

On 17th and 18th Sep, 2018, the Capacity Development department planned to accomplish an evaluation to assess the effectiveness and outcome of Nangarhar province training. From the 17 participants who were fully attended the two days of training on Sphere Project, 11 of them showed their interest to take part in this evaluation. From 11 trainees, 1 was female and 10 were male which represents the 65% of all participants who attended the training.

The training is evaluated face to face and by email that they provide their feedbacks, to see the improvement and declared the impact of the training on their daily career. **(See Annex 02, Training Evaluation Database)**

Date	# Participants	Male	Female	NGOs	Govt.	Remarks			
17-18 Sep 2018	11	10	1	11	0	2 submitted by Email			
No	NGOs	# Evaluated Participants			NO	NGOs	# Evaluated Participants		
		total	M	F			total	M	F
1	SCI	1	1		8	Oxfam	1	1	
2	PU-AMI	1	1		9	ACTED	1	1	
3	MADERA	2	2		6	DRC	1		
4	APA	2	1	1	7	NCRO	1	1	
5	RI	1	1						
Total # Evaluated Participants: 11									

Table 04: The number of participants evaluated as per NGOs

The evaluator contacted all participants via email and phone calls to participate in this evaluation but only 11 trainees were available face to face to take this evaluation and 2 others filled the questionnaires through email.

Participants Reactions:

The feedbacks are provided by the evaluation forms and completed by participants and there was no compulsion for participants to complete these forms, as it is mentioned above, 11 participants showed their interested to take part face in evaluation program.

The 2 days’ Sphere Project training was conducted successfully in Nangarhar province. The facilitators were well prepared and the participants were enthusiastic to gain knowledge, improve their skills and capacity on Sphere project.

As usual for this training, The Sphere project and its handbook was a new subject for the participants who’s working in humanitarian fields and did not have enough information regarding humanitarian response during disasters and conflicts how to maintain the quality and accountability to humanitarian response. The training participants appreciated the contents of Sphere and they wished such training in future too. Here are the following feedbacks coming from the participants:

Feedback 01:

Based on the completed evaluation, 75% of the trainees have said that the training facilities, contents, and management were very good, although the time was not sufficient for the training, it was well managed.

Feedback 02:

70% of the participants indicate that the objectives of the training were clearly presented and all parts of the training’s contents were well explained including good examples.

Feedback 03:

According to the participants, 68% of them said that the training was effectively scheduled, they were happy with the time and duration of the training and the handouts were prepared based on their needs.

Feedback 04:

64% shows that the illustrations and PPTs were prepared with the full details and were understandable, the group activities were performed effectively and all the participants were satisfied and expressed their happiness with these parts.

Feedback 05:

Overall, the participants expressed their satisfaction in feedback session about trainers’ skills, knowledge to the subject, training methods, contents, materials, and management. Based on the participants, the training was very effective, met their expectations, and was relevant to their field and it will definitely have its positive impact on their jobs. To know the overall outputs of the training please refer to the below table. **The overall rating of the training and trainers. (See Annex 01: Nangarhar TE Evaluation Database, Ranking sheet)**

S/No	Items	Scoring (%)
1	Was the training content explored, relevant to your current responsibilities	70
2	How much of the information you learned in the training, was useful	66
3	To what extent the training met your expectations	66
4	The training contents and materials were relevant	70
5	Your skills/knowledge of the subject before the training	38
6	Your skills/knowledge of subject after the training	57
Trainers Evaluation Scoring		

1	Knowing of the subject	61
2	Answered/solved the questions in a proper way	63
3	Respected the knowledge, Opinions and experience of the participants	70
4	Provide a clear descriptions and examples	77
5	Used an effective mix training methods and exercise	73
6	Generated a desire for learning and involved participants in each topic	73
7	Providing time for follow up and group discussion	50
8	Had a professional demeanor	75
Overall Average		65

Table 05: The participants generally rated the training session and trainers

Feedback 07:

The below table shows that the training contents were effectively trained and most of the below contents were performed in participatory approach. According to the participants, the sharing of information and experiences and mainstreaming of sphere including PCM, advocacy and coordination were the most interesting and useful parts of the training. **Overall rating percentage of the training contents which is presented in theory and practice is 74 %.**(See Annex 01: Nangarhar TE Evaluation Database, Training Contents Rating)

S/No	Training Contents of Sphere project, N=11	Scoring (%)
01	Introduction to Sphere (Humanitarian Charter and Minimum Standards in Humanitarian Responses)	63
02	Mainstreaming of Sphere (Sphere in Project Cycle, Advocacy and Coordination)	66
03	Technical Chapters of Sphere (WASH..... ect)	68
04	Group works, practical exercises	70
05	Sharing of Information and Experience by Participants in Groups or Individual)	59
06	Learning Games (Energizer)	79.5
Overall Average		67.5

Table 06: Overall rating of training contents and methodology

Feedback 08:

Participants, who completed the evaluation forms, were asked to identify strengths and weaknesses of the overall training and the trainer. The table below summarizes the responses.

Strengths	Weakness
<ul style="list-style-type: none"> • Good topic which were relevant to our job and duties • Prepared and organized materials of training • Good time management 	<ul style="list-style-type: none"> • Lack of time and duration • Lack of Pashto Trainer

Feedback 9:

Here the participants were asked to identify their suggestions for improving the training programs, the suggestions and improving tips are summarized as below:

- As usual, the participants suggested increasing the time and duration of the training so they could work more on group activities.
- The participants suggested more training on different subjects that could help them to improve their work performance in the future which they are written in database.

Participants Learning:

At the beginning of the training a pre-test was taken from participants in order to identify the capacity and awareness of the participants regarding Sphere project training. At the end of training the participants were given a post-test which was focused on same topics in pre-test in order to assess the acquired knowledge and capacity of the participants.

The pre-test results indicate that 12% of participants had the knowledge and awareness Sphere project before conducting the training and at the end of training their skills and knowledge was improved to 49%. The comparing results of pre-test and post-test shows 56 % improving of the skills and knowledge.

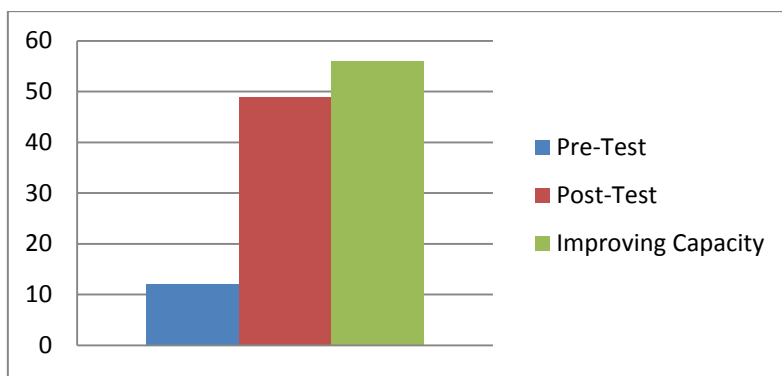


Figure 07: Participants Learning as per Pre-Test & Post-Test

As the table 08, shows Pre-Test and Post Test consist of same eight questions which are answered by 17 participants and each questions have 10 points which totally eight questions are marked 50 points. The result of pre-test to each question shows that the level of knowledge among participants on Sphere project training is lower and even they did not have much information about how they use sphere project in their organizations and systematic in their routine works. The post test result shows the significant improvement on their learning and knowledge which is more than to 50%.

N=17			
Questions	Pre-Test Scoring %	Post-Test Scoring %	Improved Changes %
What is your understanding of Sphere?	16	51	47
What does Quality and Accountability means in Sphere?	13	44	56
What is Humanitarian Advocacy in Sphere project?	12	51	57
What are the core humanitarian standards of Sphere?	10	45	61
What are our commitments as humanitarian agencies?	10	38	57
Overall Average	12	49	56

Table 08: Pre-Test and Post Test results

The above table indicates that participants' capacity significantly improved in using sphere project, Humanitarian Charter, Core standards and other contents as mentioned on above. (See Annex 03: Pre-Test & Post Test analyzing sheet)

Job Impact:

Through this training the participant's level of knowledge were improved and they showed their satisfaction from this training. Some of the participants applied this training concept in their area of working which were directly relevant to their jobs and they expressed that this training had considerably enhanced their knowledge on sphere project. The feedbacks were collected from participants and to show the impact of training on job and here are some successful stories of the participants are briefed as below:

Successful Impact Stories:

- *“On behalf of Sphere Project training’ colleagues, I would like to say thank you to ACBAR team for providing such an opportunity for East-Region NGOs employees who participated in both trainings. Moreover, special thank and credit go to Mr. Ahmad Aryan and Shafiq Azimi (The trainers) for delivering the training in a useful and efficient way. Actually, the trainings were very constructive and important to all of us and found they useful as well as the trainings improved our capability, capacity, productivity, and performance.” (Rafiullah Khogyani, M&E Officer, ACTED)*
- *“It was very interesting training that I have received, the topics and contents were new as well as useful because it discussed about all humanitarian actions and activities, so I hope ACBAP provide us such training in future.”(Muzamil Khaikhah, Field Officer, Oxfam)*
- *“I work as a humanitarian actor and this training had been more relevant with my career so after that I can practically use it in my field, for me this training was good because I didn’t know anything about this subject before this training, now I understood, what is Sphere project, how to use it and when we can use especially in emergency situations.”(Rizwanullah, Field worker, MADERA)*

Issues and Challenges:

As the training is evaluated remotely through phone calls, emails, and face to face a few challenges are noticed during the evaluation process which is as follow:

- Some of the participants were out of the province and we couldn’t evaluate them face to face and we precede it through email.
- Some of the participants’ phones were off and we couldn’t reach them for evaluation

Conclusions:

All the participants have expressed the interest in using Sphere standards to strengthen the humanitarian programs in coherent to quality and accountability.

The evaluation which was carried out by this department and the overview of the outcome of our training shows that the training had a great positive impact on the participants’ careers and the improvement of their knowledge. Also, the feedback of the participants helped us to figure out the strengths and weakness of the training and made us to perform better to overcome of the weaknesses that we had in the training. This report clearly shows that what part of the training implemented well and what else needed to be improved in order to meet the expectations of participants and achieve the objectives of the training properly.

Recommendations:

- No more recommendation but as usual participants suggested conducting more training on humanitarian response sectors to improve humanitarian programs and implementations.

ANNEX:



- ***Cover photo:** *The trainer is distributing training certificate to participants.*