



AGENCY COORDINATING BODY
FOR AFGHAN RELIEF & DEVELOPMENT

ACBAR

Sphere Project Training Evaluation Report Badakhshan Province

ACSSI, 3th Year Project 2nd Phase



Hamid Ahmad Aryan

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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:	6
Job Impact:	7
Issues and Challenges:	Error! Bookmark not defined.
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 The Sphere project training held in Badakhshan province from 15th–16th August, 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 30 participants attended the training program from 20 INGOs, NNGOs, CBOs (Shura) and Government in Badakhshan province.

Date	Province	# Participants	Male	Female	NGOs	Govt.	CBO
12 – 14 Aug, 2018	Badakhshan	30	8	22	28	1	1

Table 01: Total Number of Participants in Badakhshan Province

Table# 01 show that the participation of females in comparison to males is high and it is the fact that women have a greater role in the economic and educational development in Badakhshan province. Out of 18 NGOs only two INGOs are member of ACBAR (NRC & AKF) the rest 16 are local NGOs which are only active in Badakhshan province.

INGO and NNGOs' Participants									
NO	NGOs Name	# Participants			NO	NGOs Name	# Participants		
		total	M	F			total	M	F
1	NRC	1	1		11	DoEc	1	1	
2	JFAO	1		1	12	CBOs (Shura)	1		1
3	SALEH	1	1		13	AWSVO	1		1
4	BVWO	3	1	2	14	RIAW	2		2
5	NEI- Badakhshan	1		1	15	SPSSWO	2		2
6	AKF	2	2		16	SADAT org	1		1
7	Life Roots	2	2		17	SDVSO	2		2
8	NACO	1		1	18	ACWO	1		1
9	BVASSO	3		3	19	WNO	1		1
10	BBWO	2		2	20	BDLO	1		1
Total # of Participants : 30									

Table 02: Number of participants based on NGOs

There are also newly established local NGOs which are implementing Women Human Rights, Capacity Building, Advocacy and humanitarian projects which are mostly leaded by females in Badakhshan province.

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 in 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: Hayatullah Ahmadi and Shafiq Azimi		

Table 03: The Training 2 day's 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 2011 project handbooks were distributed to participants at end of training session (note that the new revised 2018 Sphere handbook has not yet been translated).

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 -18th September, 2018, the Capacity Development department planned to accomplish an evaluation to assess the effectiveness and outcome of Badakhshan province training. From the 30 participants who were fully attended the two days of training on Sphere Project, 18 of them showed their interest to take part in this evaluation. From 18 trainees, 12 were female and 6 were male which represents the 60% of all participants who attended the training.

The training is evaluated face to face and 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		
18 Sept 2018		18	6	12	18	0			
No	NGOs	# Evaluated Participants			NO	NGOs	# Evaluated Participants		
		total	M	F			total	M	F
1	RIAW	1		1	8	WNO	1		1
2	SDVSO	1		1	9	BVWO	2	1	1

3	NACO	1	1	10	Life of Roots	2	2
4	AKF	2	2	11	BDLO	1	1
5	BVASSO	3	3	12	NRC	1	1
6	ACWO	1	1	13	NEI-BDN	1	1
7	BBWO	1	1	14			
Total # Evaluated Participants: 18							

Table 04: The number of participants evaluated as per NGOs

The evaluator contacted all 30 participants via phone calls to participate in this evaluation but only 18 trainees were available face to face to take this evaluation.

Participants Reactions:

The training was evaluated through the questionnaire provided by Capacity Development team and the evaluation forms were completed by 18 participants and there was no compulsion for participants to complete these forms. The participants shared their feedbacks and helped us to analyze the outcome of the training.

The two days of Sphere project training was conducted successfully in Badakhshan province. The participants mentioned that The Sphere project and its handbook was a new subject for them whose working in humanitarian fields and realized the importance of Sphere project in humanitarian response during disasters and conflicts how to maintain the quality and accountability to humanitarian response. The training participants declared that now they have the ability to use the Sphere handbook and understanding of the Sphere standards, humanitarian principles and protection, and The minimum standards for water supply, sanitation and hygiene promotion (WASH) include the right to life and dignity, the right to protection and security and the right to receive humanitarian assistance based on need.

Participants were asked to rate different aspects of the training; these aspects were showing the relevancy, training objectives, expectations, content, skills and overall assessment of trainers' activity to know and analyze outputs of the training. The below rating shows the total percentage of each outputs. Based on evaluation forms, the participants indicated that the 96 % of training objective were met by clear explanation group works and live examples and 86 % indicated that the training was relevant to their current working area. **(See Annex 01: Badakhshan TE Evaluation Database, Ranking sheet).** These are the summarized ratings from the participants:

S/No	Items	Scoring (%)
1	Overall, how would you rate the training facilities, contents and management?	93
2	Was the training content explored, relevant to your current responsibilities	86
3	How much of the information you learned in the training, was useful	83
4	The objectives of the training was clearly presented	96
5	To what extent the training met your expectations	79
6	Organization of the training in terms of scheduling, duration & Handouts	90
7	The training contents and materials were relevant	86
8	The illustrations, PPTs and group works were well organized & satisfactorily performed	90
9	Your skills/knowledge of the subject before the training	46
10	Your skills/knowledge of subject after the training	82
11	Knowing of the subject	92
12	Answered/solved the questions in a proper way	92
13	Respected the knowledge, Opinions and experience of the participants	88
14	Provide a clear descriptions and examples	92
15	Used an effective mix training methods and exercise	88
16	Generated a desire for learning and involved participants in each topic	81
17	Providing time for follow up and group discussion	89
18	Had a professional demeanor	86

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

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 71 %.**(See Annex 01: Badakhshan TE Evaluation Database, Training Contents Rating)

S/No	Training Contents of Sphere project N=18	Scoring (%)
01	Introduction to Sphere (Humanitarian Charter and Minimum Standards in Humanitarian Responses)	89
02	Mainstreaming of Sphere (Sphere in Project Cycle, Advocacy and Coordination)	81
03	Technical Chapters of Sphere (WASH..... ect)	76
04	Group works, practical exercises	72
05	Sharing of Information and Experience by Participants in Groups or Individual)	69
06	Learning Game (Energizer)	38
Overall Average		71

Table 06: Overall rating of training contents and methodology

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"> Effective and useful group activities Clear explanation of contents from trainers Training module was designed as per need of participants The duration and time of training was sufficient Possession of trainers on subject Good communication and ethical behavior of trainers Fresh and updated training module Relevancy of the training to participants' workforce Well management of the training Active participation of Women in this training 	<ul style="list-style-type: none"> 35 % of participants said The training duration was long Out of 18 participants who completed the evaluation 4 of them mentioned that The training venue in terms of air condition, chairs, managing of round tables were not comfortable 45% of the participants were coming very late

Table 07: Overall strength and weakness of the training and trainers

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 M&E and 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 the participants had 7% the knowledge and awareness of Sphere project before conducting the training and at the end of training their skills and knowledge was improved to 91%. The comparing results of pre-test and post-test shows 84 % improving of the skills and knowledge.

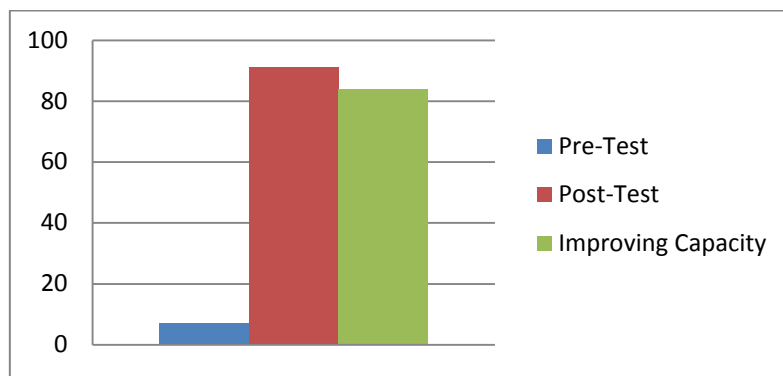


Figure 08: Participants Learning as per Pre-Test & Post-Test

As the table 08, shows Pre-Test and Post Test consist of same five questions which are answered by 30 participants and each questions have 10 points which totally are marked 50 points. The result of pre-test to each question shows that the level of knowledge among participants on Sphere project training which very is low than 50% and even they did not have much information about M&E system in their routine works. The post test result shows the significant improvement on their learning and knowledge which is more than to 50%.

N=30			
Questions	Pre-Test Scoring %	Post-Test Scoring %	Improved Changes %
What is your understanding of Sphere?	10	91	81
What does Quality and Accountability means in Sphere?	6	91	85
What is Humanitarian Advocacy in Sphere project?	6	91	85
What are the core humanitarian standards of Sphere?	6	91	85
What are our commitments as humanitarian agencies?	9	93	84
Overall Average	7	91	84

Table 09: Pre-Test and Post Test results

The above table indicates that participants' capacity significantly improved in using sphere project, Coordination, Advocacy, WASH 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 and capacity in monitoring and evaluation also sphere project. Some of successful impact stories of the participants are briefed as below:

Successful Impact Stories:

- *"Sphere Project training was a completely new training which was very effective and helpful primarily in emergency cases. Since Afghanistan is country always facing natural disasters, this training would help me to take action while facing such emergency cases."*(Aysha, Head of the office, SAFA Development Vocational & Social Org)
- *"The training of Sphere project was quite amazing and important that we really heard it for the 1st time ever and we really learned a lot about Sphere minimum standards, Coordination, Advocacy and minimum standards on WASH in a 2 days training!."* (Ms. Elham Hafizi, PT , NEI-Badakhshan)

- *"It was really a good learning opportunity for all local NGOs' employees and they have started putting what they learned into daily practice. We all appreciated your facilitation skills that turned the impossible into the possible."*
(Mr. Sayed Jawad, Project Manager, BVWO (Badakhshan Volunteer Women Org))

Conclusions:

The sphere project has been one the most important and successful initiatives for INGOs and local NGOs in Badakhshan province. The participants mentioned that The Sphere project and its handbook was a new subject for them whose working in humanitarian fields and realized the importance of Sphere project in humanitarian response during disasters and conflicts how to maintain the quality and accountability to humanitarian response.

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.

Issues and Challenges:

A few challenges are noticed during the training and evaluation process which is as follows:

- The capacity of local NGOs in Badakhshan were very low in M&E training
- Late coming of participants on first day of training is identified as a big issue and challenge for training team
- It was planned to evaluate at least 80% of participants, unfortunately most of the female participants were not reachable even by phone calls.

Recommendations and Suggestions:

- Participants suggested to increase the duration of the training
- A proper training hall should to be provided
- Conduct more trainings mainly on fundraising, Project Management, Data Management, Proposal Writing, Office Administration

ANNEX:



BDN Sphere TE
database.xlsx



Sphere TE
database.xlsx

- **Cover photo:** The trainer is explaining the humanitarian principles (the three rights in Humanitarian responses) to the participants.