

**Government of Karnataka
Watershed Development Department**

**CONCEPT OF
Monitoring, Evaluation, Learning and Documentation
*under IWMP, WDD, KARNATAKA***

1.0 Introduction

Karnataka is the pioneer state in implementing Watershed Development Programmes. The successful completion of many watershed projects including KWDP-I (SUJALA), has added fillip to its efforts done so far in this field. The KWDP has won four national level awards as a mark of its excellence.

Based on the Common Guidelines 2008, the Govt. of India has sanctioned the new scheme, the Integrated Watershed Management Programme (IWMP) which is in operation in all the districts of the State on 90:10 sharing basis between the Ministry of Rural Development, Gol and Govt. of Karnataka. The Watershed Development Department is gearing up on a mission mode to implement the IWMP programme. To begin with during 2009-10, implementation of 119 projects will be commenced in 27 districts with a treatable area of approximately 4.91 lakh ha. During 2010-11, 127 projects will be implemented in 29 districts with a treatable area of approximately 5.46 lakh ha. These projects will be implemented over a period of 5 years. Some projects may also end earlier. The tentative project wise area is given in Annexure E. The treatable area may vary as per Net Planning. For 2009-10 sanctioned projects the 1st year M&E work is likely to start from March, 2011.

The approach adopted for interventions through IWMP involve the Community Based Organizations (CBOs) to be jointly facilitated by NGOs and the Watershed Development Department. Social mobilization and task of mainstreaming all sections of the community into the project sphere will be carried out by the NGOs at the watershed level. Technical expertise will be provided by the Department and other institutions like University of Agriculture Sciences, ICRISAT, KSNDMC, DMG, CGWB, KRSAC etc. Consortium of technical resource agency will also be utilized for capacity building.

3.0 Need for an Effective MEL&D system

An effective operational MEL&D system is very much required for tracking the progress and performance of the project, streamlining the initiation, process interventions, possible mid-course corrections and assessing the impacts of intervention. In a project like Integrated Watershed Management Programme, input process and out put monitoring along with documentation is to be done to confirm that the project activities are implemented in conformity with the

common guidelines 2008 and SLNA decisions. The project needs timely and appropriate information on its performance, measured by combining both qualitative and quantitative performance indicators. The effective functioning of MEL&D under IWMP has to make immense value addition to the project during its course of implementation as well as on its impacts. This further reiterates the need for an effective MEL&D system in such projects by way of systematic documentation.

4.0 Proposed Frame Work for the MEL&D System

Based on the experience gained by the Department in the earlier projects, the project emphasizes on “learning by doing” approach. It is realized that carefully developed monitoring and learning framework would be critical to ensure learning and effectively using the same for improving project implementation and thereby achieving the project development objectives. An effective MEL&D system would have to be

- (i) Supportive of learning among the various stakeholders of the project by facilitating information gathering, analysis and helpful decision-making.
- (ii) Give highest priority to the communities at the micro watershed level to adopt the learning during the project life itself.
- (iii) Institute bottom-up mode of functioning and learning by providing links to decision making forums at different levels starting from the micro watershed level to sub watershed level (SWS) at district (DWDOs) and at the State level (WDD & SLNA). It proposes to develop optimal information flow between these groups of stakeholders and decision makers at different levels.
- (iv) Recognise the importance and make use of the expertise of an external and independent agency in monitoring, evaluation, learning and documentation which would contribute for proper implementation of the project.

The design of an effective monitoring, evaluation, learning and documentation system is expected to improve operational learning at all levels (village, gram panchayath, taluk, district and state) during the entire project implementation period.

5.0 Need for an External MEL&D Agency

While the Watershed Development Department has internal monitoring system in place, the project specifies to have independent and external MEL&D agencies that have the necessary proven skills and experience. Therefore the Department has enlisted a Panel of External Independent Agencies for the following reasons :

- The project envisages a bottom-up approach of implementation involving community, NGO and other organizations, which facilitates a lot of online learning processes. The organisational learning processes

- assist the project functionaries at various levels. This requires a regular and continuous monitoring of events/tasks.
- The process monitoring exercises, as a methodology of organisational learning and policy change tool for the project management authority needs to be carried out on near real time basis. This needs a very objective and professional approach, with a team exclusively dedicated to the task.
 - Impact evaluation of watershed projects in particular has to be made using the state of art technology including Remote Sensing, GIS and GPS for unbiased and reliable assessment of biophysical parameters.
 - Data monitoring system is essential for an effective management. The project envisages setting up a state level data centre which will be linked to district level centre for online monitoring with Central Level Data Centre.

6.0 Outline of the task to be performed by External MEL&D Agencies

In view of above requirements, the project proposes to have independent external agencies to assist Watershed Development Department in developing and implementing an operational and effective MEL&D system for the IWMP. The MEL&D should generate wide range of measurable indicators based on Baseline Survey data. It is necessary that MEL&D agency shall have to collect minimum of 15% sample or statistically sound data in all the project area and 10% in control as bench mark data to facilitate input, process and output/impact related indicators to enhance learning and improve project related decision making, implementation and impact assessment. If required additional information shall be collected by evolving necessary formats. The MEL&D agency should help Watershed Development Department to evolve and establish itself as a Learning Organization which has to be appropriately documented.

7.0 Specific objectives of the MEL&D consultancies are as follows :

a) Establishment of an operational MEL&D System

An effective MEL&D system will provide unbiased, reliable and relevant information on progress and performance of the project by reflecting the actual status (both quantitative and qualitative) of the implementation process and propose timely corrective measures.

b) Conduct of Concurrent Process Monitoring

The MEL&D agencies will carry out concurrent process monitoring and collect the field data of the micro watersheds and present the same in every monthly process monitoring reports. Based on the Baseline survey data concurrent and process monitoring will to be carried out.

The process monitoring indicators are as follows,

1. EPA
2. NGO functioning
3. Sensitization and awareness programmes
4. TOT to WDD, NGOs, Stake holders etc.
5. CBO formations
6. DPR preparation
7. Net planning and usage of technical inputs like GIS maps etc.
8. Action plan preparation
9. Capacity building
10. Flow of funds
11. Maintenance of registers at all levels
12. Action plan implementation
13. Component wise implementation of the project as per approved annual action plans.
14. Quality assessment of all components.
15. Monitoring of data collection of various scientific observations/recordings.
16. Functioning of WDT/PIA
17. Functioning of WSC
18. Watershed Development Fund (WDF)
19. Functioning of SHG/UG
20. Institutional and financial sustainability of Community based organizations, Income Generating Activities and Micro Enterprises.
21. Transparency (Community participation, Social auditing, wall writing, Publicity materials)
22. Gender equity (equity in terms of distribution of benefits and costs, gender issues)
23. Social inclusiveness,
24. Apportioning of CPR's and usufructs
25. Any other indicator which may be required to improve the quality of implementation

The MEL and D agencies will also focus on identifying problems and difficulties as well as positive and negative aspects of implementation. In addition to this the agencies will undertake any additional study assigned by the WDD as and when required.

c) Impact Evaluation

The MEL&D agencies will carry out the impact assessment to establish the net impact of the project on related productivity, socio-economic and environmental indicators. Data would be collected on watershed basis from a variety of sources viz.; satellite data, household surveys, focus group discussions, MIS data etc. The MEL&D agencies will solicit feedback and inputs from all stakeholders related to the topics of analysis. For Impact evaluation, high resolution satellite imageries of pre and post project implementation (Cartosat of 2.5 m resolution coupled with LISS-IV Hybrid mix) will be utilized for all the projects.

Impact assessment will be carried out following the standard approach of collection and comparison of data pertaining to pre and post treatment period

and treated versus non-treated areas (i.e. control). The data collection in the sub watersheds is carried out as follows:

- i. The first stage will commence with base line survey of project areas (15%) as well as the adjacent non-project areas (10%) to form benchmarks for future comparison.
 - ii. Subsequently, Mid Term Evaluation will be carried out during 2rd or 3rd year of implementation or as decided by WDD.
 - iii. To look at the change detection and impact on the socio-economic, income generation, environment, productivity and hydrological aspects, the final/impact evaluation assessment will be done as per the parameters selected.
 - iv. All the sub watersheds/micro watersheds will be considered for the analysis in addition to the control villages.
 - v. Indicators at Household level, Community/Village level and Micro-watershed/Sub-watershed level will be employed for impact assessment.
- d) Thematic / Special Studies:** The MEL&D agencies will carry out certain thematic studies on key issues as identified by WDD. Some of the thematic areas could be social inclusion, women empowerment, Investment pattern, sustainability, Income generating activities, micro enterprises, land cover transformation, success stories etc. The number of thematic reports would be a minimum of 2 per project.
- e) Input - Output Monitoring :**
- Additional MIS will be developed in consultation with WDD and the the MEL&D agencies will provide training support to officers at the state and district level based on the needs.
 - The MEL&D agencies will generate monthly, quarterly, half-yearly and annual reports or at any intervals required by WDD providing the analysis of MIS data.

f) Feedback & Dissemination Mechanism for Learning :

- I. The MEL & D Agencies will constantly empower the field functionaries with the learnings from the project implementation. The MEL&D agencies along with WDD will evolve suitable dissemination mechanism for learning at different levels.
- II. They will assist WDD in reviewing the M & E observations/findings, evolve compliance mechanism and provide feedback for decision-making.
- III. They will assist WDD in disseminating the findings through learning events for linking the same into the evolution of the training program to ensure that available and accumulated knowledge is fed back into an operational learning process that provides appropriate and timely information to relevant stakeholders, including management, to allow informed participation and on-going corrections/adjustments.

IV. The MEL & D agencies will assist WDD to develop an MEL & D system that is responsive and facilitate learning about the project and its performance.

g) Documentation :

The MEL&D agencies will provide documentary evidence by way of documenting the programmes through photographs, videos, slide shows, brochures, reports *etc.* as required by the WDD.

The Agencies will also use equipments like Total Solution/survey equipments, GPS *etc.* which are provided by the Department. The Agencies will also be responsible for the development of documentaries showing the pre-treated watershed and the changes that have accrued over the period of implementation of various components of watershed programme/to explain/to give comprehensive proof of project progress and success stories and also drawbacks.

8. Support to MEL&D agencies

WDD will provide the MEL&D agencies available data, information and other documents (Cadastral overlays and thematic layers) relevant to the project area /assignment.

WDD will help the agencies to establish rapport in the project areas and facilitate consultation with NGO's and other stakeholders of the project.

9. Induction of External Agencies for undertaking MEL&D under IWMP

Three external agencies have been empanelled by following the KTCP, 1999 for undertaking MEL&D services for the IWMP projects sanctioned during 2009-10 and 2010-11. The details of their area of functioning is given in the table below. The work is likely to begin from the 2nd week of March, 2011.

10. Usage of MELD data by the DWDOs

The data or information that are generated by the MEL&D agencies are to be effectively used by way of taking up mid-course corrections, attending to rectification of activities or fulfilling the lacunas pointed out from time to

time. The DWDO has to entrust the task of monitoring the action taken on various observations to the Assistant Director of Agriculture. The Assistant Director of Agriculture will co-ordinate the activities of MEL&D Agencies with the approval of the DWDO. Whenever Good Practices are observed and pointed out by the Agencies, the same be replicated in all other project areas. A brief document has to be prepared monthly indicating the steps taken to put the programme on the rail.

11. Co-ordination at District level

The MEL&D agencies will open an office and employ Project Assistants at district level as per the agreement. These Project Assistants will perform all the field level activities assigned to the MEL&D agencies such as collection of field data, observations on various activities such as awareness creation, IGA, base-line survey, Net planning, DPR preparation, watershed works, model watershed, performance of the WDTs, NGOs, ECs, SHGs, UGs etc. The Project Assistants will be residing at the district HQs. They will be collecting information in formats finalised by the Department . Hence it is to be understood that they will be collecting information as per the directions/requirement of the Department for the purpose of MEL&D. Therefore the DWDO along with all the district level and taluk level staff are expected to co-operate with them and also with the MELD staff at the State level. They are also expected to facilitate a smooth relationship between the MEL&D staff and WDTs, NGOs, GPs, ECs, SHGs, UGs and other relevant functionaries/stakeholders.

The DWDO may convene meeting of MEL&D functionaries of the district any time as required to take stock of the performance of the project.

Ultimately the onus is on the DWDOs to implement the programme as per the guidelines issued by the Department from time to time.

Table: Allocation of Areas of Functioning to MEL&D Agencies

Sl. No.	Name of Agency	Area of functioning	Batch	No. of Projects	Tentative Area for Treatment (in lakh Ha)
1	M/s RSI, Hyderabad	Gulbarga Revenue Division	2009-10	24	0.98
			2010-11	29	1.32
		Total		53	2.30
2	M/s KSCST, Bangalore	Belgaum Revenue Division	2009-10	33	1.31
			2010-11	36	1.56
		Total		69	2.87
3	M/s CES, New Delhi	Bangalore Revenue Division	2009-10	42	1.76
			2010-11	38	1.50
		Total (A)		80	3.26
		Mysore Revenue Division	2009-10	20	0.87
			2010-11	24	1.08
		Total (B)		44	1.95
Total (A+B)		124	5.21		
State Grand Total			2009-10	119	4.91
			2010-11	127	5.47
			Total	246	10.38

Sd/-

(Draft approved by
the Director, WDD)

Director, WDD
& Co-ordinator, IWMP

No. WDD/IWMP/M&E/2009-10

Office of the Commissioner,
7 th Floor, KHB Complex,
Cauvery Bhavan, K.G. Road,
Bangalore, Date :09/03/2011

Circulated to,

1. All the DWDOs for information with instructions to communicate the same to the field staff/NGOs.
2. All Sectoral Heads/Nodal Officers, Head Office, WDD, Cauvery Bhavan, Bangalore

for Director, WDD
& Co-ordinator, IWMP

ಕರ್ನಾಟಕ ಸರ್ಕಾರ
ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ

ಸಂ: ಜಅಇ/ಜಕೋ/ಕೃಅ-3/IWMP/MEL&D/III/2010-11

ಆಯುಕ್ತರ ಕಾರ್ಯಾಲಯ
7ನೇ ಮಹಡಿ, ಕೆ.ಎಚ್.ಬಿ. ಸಂಕೀರ್ಣ,
ಕಾವೇರಿ ಭವನ, ಕೆ.ಜಿ. ರಸ್ತೆ,
ಬೆಂಗಳೂರು-560 009,
ದಿನಾಂಕ:03/05/2011

ಇವರಿಗೆ,

ಎಲ್ಲಾ ಜಿಲ್ಲಾ ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಅಧಿಕಾರಿಗಳು,

ವಿಷಯ : ಜಿಲ್ಲಾ ಮಟ್ಟದಲ್ಲಿ ಉಸ್ತುವಾರಿ ಮೌಲ್ಯಮಾಪನ ಕಲಿಕೆ ಮತ್ತು ದಾಖಲೀಕರಣ ಕಾರ್ಯದ ಸಂಪರ್ಕ ಅಧಿಕಾರಿಗಳನ್ನು ನೇಮಿಸುವ ಬಗ್ಗೆ.

ಉಲ್ಲೇಖ: ಮಾಹಿತಿ ಪತ್ರ ಸಂಖ್ಯೆ WDD/IWMP/M&E/2009-10
ದಿನಾಂಕ : 09/03/2011

ಸಮಗ್ರ ಜಲಾನಯನ ನಿರ್ವಹಣೆ ಕಾರ್ಯಕ್ರಮದಡಿ ಜಿಲ್ಲೆಗಳಲ್ಲಿ ಉಸ್ತುವಾರಿ ಮೌಲ್ಯಮಾಪನ ಕಲಿಕೆ ಮತ್ತು ದಾಖಲೀಕರಣದ ಕೆಲಸವನ್ನು ಆಯ್ದು ಬಾಹ್ಯ ಸಂಸ್ಥೆಗಳು, ಈಗಾಗಲೇ ನಿರ್ವಹಿಸುತ್ತಿರುತ್ತಾರೆ, ಅವರಿಂದ ಕಾಲಕಾಲಕ್ಕೆ ಬರುವ ಮಾಹಿತಿ/ವರದಿಗಳನ್ನು ಸಂಬಂಧಿಸಿದ ಜಲಾನಯನ ವ್ಯಾಪ್ತಿಯ ಅನುಷ್ಠಾನ ಅಧಿಕಾರಿಗಳಿಗೆ ನೀಡಿ, ಮಧ್ಯಂತರ ಅವಧಿಯ ಸರಿ ಪಡಿಸುವಿಕೆ, ಅನುಪಾಲನ ವರದಿಗಳ ತಯಾರಿಕೆ ಇತ್ಯಾದಿಗಳ ಬಗ್ಗೆ ಸಂಪರ್ಕ ಅಧಿಕಾರಿಗಳಾಗಿ ಕಾರ್ಯನಿರ್ವಹಿಸಲು ಈ ಕೆಳಕಂಡ ಜಿಲ್ಲಾ ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಅಧಿಕಾರಿಗಳ ಕಛೇರಿಯ ಅಧಿಕಾರಿಗಳನ್ನು ಸಂಬಂಧಿಸಿದ ಜಿಲ್ಲೆಗಳಿಗೆ ನೇಮಿಸಲಾಗಿದೆ.

ಕ್ರ. ಸಂ	ಜಿಲ್ಲೆ	ಹುದ್ದೆ
1	ಬಾಗಲಕೋಟೆ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
2	ಬೆಂಗಳೂರು (ಗ್ರಾಮಾಂತರ)	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
3	ಬಳ್ಳಾರಿ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
4	ಬೆಳಗಾಂ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
5	ಬೀದರ್	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
6	ಬೀದರ್	ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು
7	ಚಾಮರಾಜನಗರ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
8	ಚಿಕ್ಕಬಳ್ಳಾಪುರ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
9	ಚಿತ್ರದುರ್ಗ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
10	ಚಿಕ್ಕಮಗಳೂರು	ಹಿರಿಯ ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು
11	ದಕ್ಷಿಣ ಕನ್ನಡ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
12	ದಾವಣಗೆರೆ	ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು
13	ಧಾರವಾಡ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
14	ಗುಲ್ಬರ್ಗಾ	ಸಹಾಯಕ ಅರಣ್ಯ ಸಂರಕ್ಷಣಾಧಿಕಾರಿ
15	ಗದಗ್	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
16	ಹಾಸನ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು (ಕೇಂದ್ರ ಸಹಾಯಕರು)

17	ಹಾವೇರಿ	ಸಹಾಯಕ ಅರಣ್ಯ ಸಂರಕ್ಷಣಾಧಿಕಾರಿ
18	ಕೊಪ್ಪಳ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
19	ಕೋಲಾರ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
20	ಕೊಡಗು	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
21	ಮಂಡ್ಯ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
22	ಮೈಸೂರು	ಸಹಾಯಕ ಅರಣ್ಯ ಸಂರಕ್ಷಣಾಧಿಕಾರಿ
23	ರಾಯಚೂರು	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
24	ರಾಮನಗರ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
25	ಶಿವಮೊಗ್ಗ	ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು
26	ತುಮಕೂರು	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
27	ಉಡುಪಿ	ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು
28	ಉತ್ತರ ಕನ್ನಡ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು
29	ಯಾದಗಿರಿ	ಸಹಾಯಕ ಕೃಷಿ ನಿರ್ದೇಶಕರು

ಮೇಲಿನ ಅಧಿಕಾರಿಗಳು, ಜಿಲ್ಲಾ ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಅಧಿಕಾರಿಗಳ ಮಾರ್ಗದರ್ಶನದಂತೆ ಉಸ್ತುವಾರಿ, ಮೌಲ್ಯಮಾಪನ, ಕಲಿಕೆ ಮತ್ತು ದಾಖಲೀಕರಣದಲ್ಲಿ ನೆರವಾಗಿ, ಮಾರ್ಗಸೂಚಿಯಂತೆ ಯೋಜನೆಗಳ ಅನುಷ್ಠಾನವಾಗಲು ಕಾರ್ಯತತ್ಪರರಾಗಲು ಸೂಚಿಸಿದೆ.

ನಿರ್ದೇಶಕರು

ಪ್ರತಿಯನ್ನು ಸೂಕ್ತ ಕ್ರಮಕ್ಕಾಗಿ,

ಮೇಲೆ ಪಟ್ಟಿ ಮಾಡಲಾಗಿರುವ ಎಲ್ಲಾ ಅಧಿಕಾರಿಗಳಿಗೆ, ಸಂಬಂಧಪಟ್ಟ ಜಿಲ್ಲಾ ಜಲಾನಯನ ಅಭಿವೃದ್ಧಿ ಅಧಿಕಾರಿಗಳ ಮುಖಾಂತರ