



**USAID**  
FROM THE AMERICAN PEOPLE



**IDEAL**

# Implementing Partner Third Party Monitoring Readiness

Thursday June 16<sup>th</sup>, 2022 | 9:00-10:30am ET



# Agenda

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- Introductions
- Presentation
  - BHA
  - IBTCI
  - i-APS
- Q&A



# Panel Speakers

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- **Anna Kennedy – USAID/BHA**  
M&E Advisor
- **Alison Wittenberg - IBTCI**  
Deputy Chief of Party  
Iraq Monitoring and Evaluation Project
- **Rana Khalil - IBTCI**  
Monitoring and Evaluation Specialist  
Somalia Monitoring, Evaluation and Learning Project
- **Amina Ferati – i-APS**  
President

# TPM Overview

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# USAID/BHA

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- **Anna Kennedy – USAID/BHA**  
M&E Advisor



# Third-Party Monitoring (TPM) at USAID/BHA

Third- Party Monitoring (TPM) is the systematic and intentional collection of performance monitoring and/or contextual data by a partner that is not USAID or an implementing partner directly involved in the work.

- Eyes and ears for USAID staff when they cannot visit field sites themselves
- A means for verifying what partners, sub-awardees report
- A means for observing implementation and talking with beneficiaries and other stakeholders to manage activities adaptively
- Part of an overall monitoring approach

# Monitoring methods

- Review activity records
- Spot check and verify data
- Interview participants & activity staff
- Observation at activity sites
- Photographs
- Review of complaint feedback mechanisms
- Increasing reliance on “remote” methods due to COVID-19 access





# Role of IPs in TPM Program Cycle

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## Onboarding

- Meeting with the TPM
- Details of award – modifications, activities, actual sites, start dates
- Establish points of contact
- Timeline of key activities

## Site Selection

- Confirm activities list for the award (from which TPM will select sites)
- TPM should share a list of selected sites for upcoming monitoring cycle
- Confirm that these sites are active for the designated date and location





# Role of IPs in TPM Program Cycle (cont)

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## Before and during site monitoring

- Confirm, again, site status (on-going, completed, delayed, etc.)
- Confirm point of contact for that site
- Provide staff members for site-specific key informant interviews
- Provide requested documents for desk review (e.g., latest reports, commodity tally sheets, distribution or training registers)

## Post-site visit

- TPM should share a copy of the site visit report
- Respond to site visit findings, as appropriate, within the time frame requested
- Document any follow up in reporting



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# IBTCI

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- **Alison Wittenberg - IBTCI**  
Deputy Chief of Party  
Iraq Monitoring and Evaluation Project
- **Rana Khalil - IBTCI**  
Monitoring and Evaluation Specialist  
Somalia Monitoring, Evaluation and Learning  
Project

# International Business & Technical Consultants Inc. (IBTCI)

In business for 34 years, IBTCI has cultivated a solid reputation for providing and managing responsive technical services and supporting USAID, DFID, the World Bank, the MCC and other clients in multi-sector, portfolio-wide monitoring, evaluation, and learning (MEL) contracts for local Missions. IBTCI has provided technical assistance in over 120 countries, and managed over two dozen multi-year M&E platforms.

In recent years, IBTCI has led dozens of data quality assessments, large-scale surveys, impact evaluations, and local capacity building training workshops about M&E, CLA, GIS, etc. **IBTCI is particularly known for its work in Third Party Monitoring (TPM) services in countries such as Syria, Libya, DRC, Iraq, Somalia and Yemen.** In recent years, IBTCI has led over ten M&E projects for Food for Peace has been the MEL provider for Feed the Future.



# Pre-Monitoring Agreements

- Start-up meeting to introduce: methodology, goals, requirements from both sides, reporting cycle
- Identify one IP point of contact (and one backup)
- Agree on timeline for submission of required monitoring documents
- Regular communication leading up to, during, and after monitoring

# Planning and Communication

- Allow sufficient time prior to planned site visit in case of schedule changes
  - Activity implementation delays
  - Local holidays
  - Elections
  - Electricity outages / water shortages
  - Staff leave
  - Security

# Monitoring Lessons Learned

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- IP and TPM partner should communicate days before, and including day of, monitoring visit to ensure **safe** and **secure** environment for data collection.
- IP should notify TPM partner of any **possible hinderances** or reasons for potential, delay prior to the monitoring visit, to avoid rescheduling.





# IP Best Practices

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- IP is proactive in **engaging** TPM partner for regular meetings (monthly)
- IP **uses TPM findings** (positive and negative) to improve activity implementation.
- IP encourages all staff to provide TPM partner with **requested information** to the best of their ability.





# IP Best Practices

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- IPs are encouraged to **provide feedback to TPM partners on usefulness of monitoring reports.**
  - Topics/indicators that assist IP in improvement of implementation.
  - Sections of report that are least useful to IP activity implementation.
  - Suggest new subjects to incorporate in monitoring visits.



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# i-APS

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- **Amina Ferati i-APS**  
President



# About i-APS

International Advisory, Products and Systems Ltd. (i-APS) is a **woman-owned and managed consulting firm** that leverages global expertise with local presence to transform organizations and communities into partners for change. We turn data into actionable knowledge and strengthen the capacity of organizations and communities through innovative solutions that enhance program impact and accountability.



**Economically Disadvantaged  
Women Owned Small Business  
(recertification pending)**



# What we do

## Expertise

Monitoring & Evaluation

Third Party Monitoring

Knowledge Management

Organizational Development

## Sectors

Humanitarian Crisis Response  
& Coordination

Livelihoods & Markets for Growth

Health Systems & Provision

Disaster Risk Management

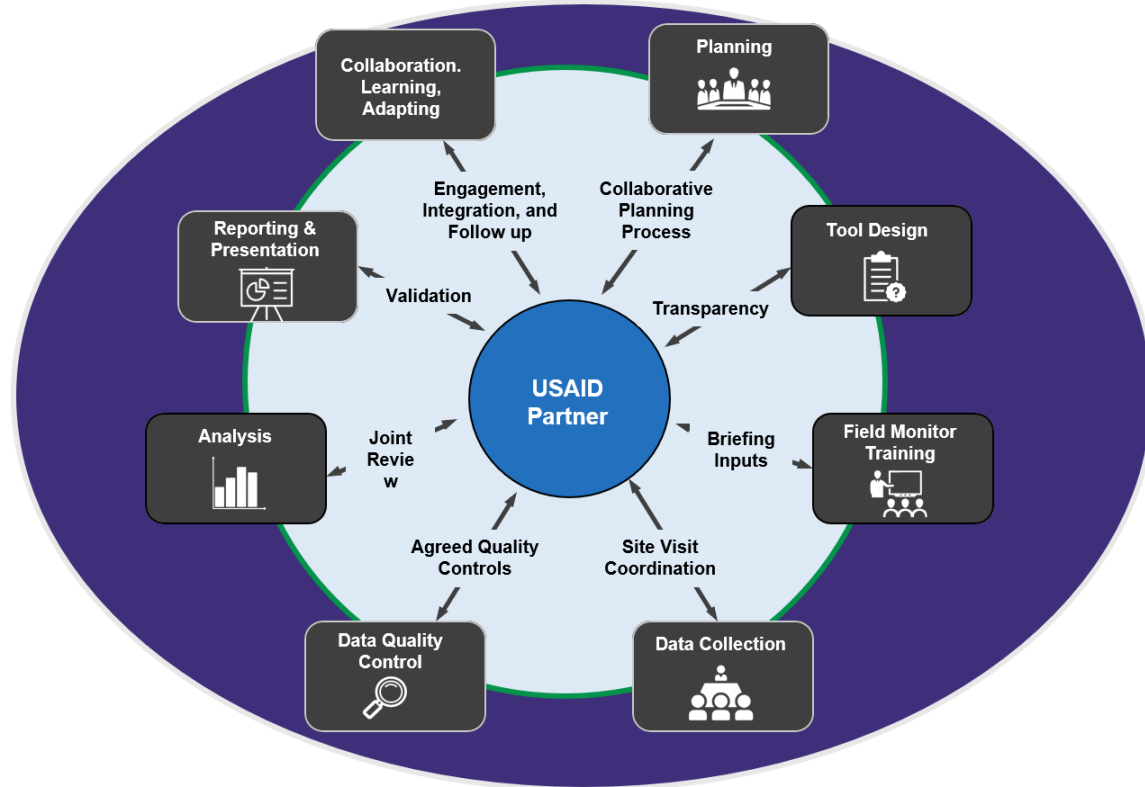
Agriculture & Food Safety

Natural Resources Management

Policy & Strategic Advising



# i-APS Approach to Third-Party Monitoring and M&E



# i-APS Lessons Providing M&E and TPM in Complex and Non-Permissive Settings

## Contracting with a TPM provider



- Contract with small businesses who can hire field teams directly (not high levels of subcontracting)
- Local registration requirements
- Hire country nationals

## COVID 19



- Flexibility required
- Adhering to both USAID, project and country/local level rules
- Vaccine mandates can be hard to apply depending on country context
- Ability to do both field and remote data

## Gender equity



- 50% women representation
- Women in senior positions / not only field staff
- Do not accept the “no qualified candidates” excuse

## Security



- Complex local registration requirements
- Hiring country nationals provides context and connections
- TPM provider on the ground is exposed to the risk

## Training and capacity building



- Training is not one-time only!
- Capacity building of national team members part of USAID work

## Program Achievements and Learning



- TPM can be more than “check the box”
- Support IPs in understanding role of TPM
- Opportunity to engage with USAID to support learning

# i-APS Contact



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The image features a solid teal background. In the center, there are two overlapping speech bubbles of a lighter teal color. The text "Q & A" is written in a white, bold, sans-serif font, positioned in the overlapping area of the two bubbles.

**Q & A**