

Training module for "Monitoring & Evaluation" sub committee

Training Objective

To enable WUA M&E Subcommittee members understand their roles in participatory irrigation management and equip them with appropriate tools to monitor procedures as per the APFMIS act 1997.

Expected output

- Ability to assess institutional functioning of WUA in a participatory mode
- Ability to prepare O&M plans for improvement of the irrigation system
- Understanding on social audit boards and follow up action to establish them
- Skill to facilitate PSA/WUA self assessment exercise for each crop season with WUA members
- Action plan for _____

Participants

- Monitoring & learning sub committee members

Methodology

- Games
- Group exercises
- Presentations
- Interactive Lecture Methods
- Case studies

No of sessions:

- Four

Time required:

- 300 minutes

Material required;

- PSA/WUA self assessment posters
- Brochures/operational guidelines
- Sketch pens
- Cello tape
- Scissors
- Flash cards

Participants:

- Monitoring sub committee members of WUA

Session plan

Session I

Time : 10.30 to 11.00 AM

Topic : Introduction of the participants

Output: Ice Breaking session- Creating friendly atmosphere and reduce the inhibitions among the trainees.

Method: Introduction of participants each other with help of flash cards their background and details about family members and other details. And their expertise and special achievements in crop production and water management.

Material: Flash cards

Note for Resource person:

Step 1

Trainer should facilitate in the members' to pick up flash cards where some irrigation, works related terms will be written. The two persons getting identical terms will be introducing each other name, village, family details, their land holding pattern and special achievements in tank/water management. Time 10 mts

Step 2

Trainer should ask the participants to present the details about their partner. Time: each team 1 mt (total time 15mts)

Step 3

During the presentation, the trainers shall note down the farmers expertise and special achievements on the board by indicating the name against the achievements. (This activity has to be performed simultaneously)

Step 4

After completion of the exercise, the resource person has to discuss about the special achievements of the farmers and appreciate them with claps. (Time: 5mts)

Session II

Session II

Time : 11.00 to 11.45 AM

Topic : Evolution and objectives of APFMIS Act 1997.

Output : Comprehending the participants about important features and legitimates of APFMIS act 1997

Method: Interactive lecture method

Material Flip chats on Act, prepared by WALAMTARI.

Note for Resource person:

Sept 1

Resource person should pose questions like; what is meant by institution?
What are the institutions generally found in villages?

The resource person has to write down the all the answers on the board, and clarify the individual and institutions with relevant examples, like; Sarpanch and Grampanchayat, patwari and revenue dept, etc.

Explanation should be given on nature of function i.e temporary and perpetual of individual and institution respectively.

Step 2

With the help of flip chats resource person should explain about formation of act and its main components. During explanation the resource person should compare the SHGs, caste group institutions with the WUA and its legitimacy. During the process the resource persons should clearly explain the difference between the formal and informal groups

Step 3

After completion of explanation, the resource person should ask questions on important features of ACT and note down on board, and wind up the session with duly appreciating the persons, who gave good response on the session.

Step 4

The resource person should once again tell the salient features of the ACT.

Session III.

Time : 12.00 to 12.45AM

Topic : WUA structure

Output : At the end of the session Participants able to define the structure of WUA and Subcommittee and its composition

Method: Interactive lecture method

Material Flip charts.

Note to resource person

Step 1

Resource person shall raise questions like; What is WUA? Who are the members in WUA? What is executive committee? Is there any committee in WUA?

Step 2

RP should list down the responses on the board. Based on the responses, the resource person has to decide whether, it has to be elaborated the fundamentals about WUA or directly the WUA structure?

If responses are poor, RP should spend additional five mts time on fundamentals of WUA like; delineation, election of WUA, about act etc. Then, by using the flip charts explain the WUA and sub-committee structure and its members.

Step 3

Ask questions on the session or, ask two or three persons to explain about the WUA structure and conclude.

Session IV

Time : 12.45 to 1.15

Topic : Role of Monitoring & evaluation sub committee

Output: At the end of the session Participants able to define the Subcommittee and its Composition. And roles & responsibilities

Method: Lecture

Material Flip charts.

Note to Resource person

Step 1

Recapitulate the previous session on WUA structure, and composition of sub committee and its types.

List down the name of four subcommittees on the board; ask some body to read the names of sub committees loudly.

Step 2

Explain the sub committee roles and responsibilities with the help of the flip chats

Step 3

Explain the situation of a Railway Station where different people perform their roles in a systematic order and coordination among them to see the train traffic moves with out any problem-correlate the same to the roles of sub committee members

Step 4

Sum up the session by clarifying their doubts.

Session IV

Time : 1.15 TO 1.45 PM

Trainees: Members of Monitoring & Evaluation Sub committee

Topic : Importance of Self assessment and performing self assessment exercise

Output : Participants able to facilitate the process of WUA self assessments PSA exercise

Method: Mock exercise

Material PSA/WUA self assessment posters

Note to Resource person

Step 1

Session can be initiated with interaction with sub committee members

1. When crops yields are harvested, how do you analyze that, have you good yield or not. Then they will respond to that, in the village highest crop yield who ever gets (big farmer in the village), like that your WUA will also compared with certain criteria.

Step 2

1. Ask question to the participants, what are parameters for good WUA? Then they will tell some parameters. In similar lines 15 parameters were developed to know the functioning status. Then explain about the 15 parameters.
2. Ask question to the participants, how you measure them. Then will give suggestions. Like that here also we have given measurement indicators to measure. Based on that you have to choose the color.

Step 3

By asking questions ask them do the exercise, you imagine that this is your WUA. How do you facilitate this exercise?

Ask one person/volunteer for conducting this exercise? Volunteer will facilitate the process by asking question to the members.

Step 4

Sum up the session by clarifying their doubts.

Session VI

Time : 2.30 to 4.00

Trainees: Monitoring and Evaluation Sub Committee Members

Topic : Grading of the WUA

Output: At the end of the session participants able to understand grading the WUA.
Based on the grade given, they know the functioning status of the WUA.

Method: Mock exercises on grading the WUA

Material Consolidation of WUA self assessment formats

Note for resource Person

Step 1

Each parameter how many marks have been scored let them count it, like wise for all the parameters they have to calculate the total. Total number of parameters and number of marks scored. For each parameter which grade they will give, let them give grade.

Step II

Resource person has to involve the participants in grading of the WUA and grade wise what are the findings.

Session VII

Time : 4.30 to 5.00

Trainees: Monitoring and learning sub Committee Members

Topic : Action plan preparation

Output : At the end of the session participants able to understand to prepare the action plan.

Method: Interactive lecture method

Program schedule:

10-00am to 10.15am	Registration
10.15am to 10.30am	Introduction about the project and its objectives
10.30am to 11.00am	Introduction and importance of participatory water management in irrigation
11.00am to 11.45am	Brainstorming on Status of Irrigation system and its performance, Importance of PIM, APFMIS act 1997, Delineation of WUA and its membership, Structure of WUA, formation of WUA and its Management committee, Roles responsibilities of WUA and its MC
11.45am to 12.00pm	Tea Break
12.00pm to 12.25pm	Sub group discussion on Importance of sub committees and its formation and function/Roles responsibilities of sub committees
12.25Pm to 12.45pm	Participatory learning discussions on Monitoring sub committee and its objectives
12.45pm to 13.45pm	Sub group discussion on Function/Roles responsibilities of monitoring sub committee
13.45pm to 14.30pm	Lunch Break
14.30pm to 5.0pm	PSA Exercises

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