Performance Assessment & Analysis (PAAx) Certificate Program

PROGRAM DESCRIPTION

For decades KNO/IFNAE have been at the forefront of implementing rigorous and effective performance improvement methodologies in capacity building programs for a variety of donor-funded international development initiatives worldwide. A paramount element of their success has been the initial performance assessment conducted to diagnose institutional needs, determine root causes and define recommended solutions. After replicating their success with a variety of stakeholders across many countries and continents to conduct these assessments, KNO/IFNAE have refined their approach, methods, and tools to form the foundation for a rigorous certification program.

The program consists of the following elements:

- The program e encompasses the four ISPI RSVP principles, associated six standards and code of ethics. All program supervision, design and delivery accomplished completely by qualified performance improvement professionals that include CPTs and other highly credentialed experts.
- The program will have a three-month duration. All participants subject to certification will be evaluated based on strict criteria, and demonstrate their ability to conduct an actual assessment during the duration.
- Participants will complete workshops designed for methodology mastery (online or face-to-face) delivered by program facilitators over two intervals during the three-month period.
- All performance assessments conducted by program participants will be documented by accomplishment-based plans that will be used to evaluate success at the end of the program.
- Participants will receive approximately 16 hours of individual project-based coaching by program facilitators over the course of the program.
- Participants will be required to prepare a final assessment report (case study) under the supervision of program facilitators and may be selected to brief the project at a professional conference.

Why Attend?

This program provides you with a clear rationale and process for planning and implementing an organizational performance assessment with international development partners that delivers clear and compelling evidence for the selection of the most effective performance improvement interventions.

- Performance-based workshop designed and delivered by experienced practitioners in international development contexts and researchers in performance improvement
- Based on empirical research, this program provides proven tools and techniques that will get you the required results
- Immerses you into a systemic/holistic view on organizational performance assessments
- Organized around an applied practitioner approach – successful with major donor organizations and programs
- Delivers a set of tools you can use immediately
- Focuses on organizational results and strategic alignment
- Have fun in an interactive environment, learn with and from your peers, and establish a long-standing community of practice with colleagues

Certification Skill Sets

Introduction to PAA	The PAA Process	Planning Your PAA	Collecting Performance Data	Analyzing & Interpreting Performance Data	Recommendations & Reporting	Monitoring & Achieving Impact
• Performance Orientation • System Perspective • Performance Assessment defined (compare/contrast to other assessment approaches) • Guiding Performance Models (guiding framework for assessment) • Link between performance assessment and solutions	• Establish relationships and define scope • Identify performance metrics and targets • Identify current status and estimating gaps • Identify performance factors • Recommend Solutions	• Engaging stakeholders in the process • Setting a clear agenda for the performance assessment • Conducting an initial high-level institutional scan • Reviewing historical /contextual data • Identifying critical communication flows and networks • Deriving a methodological plan	• Ensuring your data collection renders useful data throughout • Adjusting your data collection plans and tools as required • Using initial interpretation of findings for follow up data • Using guiding frameworks (performance models) to ask follow up questions	• Analyzing and interpreting throughout • Determining findings of fact to identify gaps and using performance models for interpretation • Conducting causal analysis (linking gaps to performance factors) • Using performance factors to identify solution alternatives (linking performance factors to solutions)	• Deriving critical criteria for selection, implementation, and success • Prioritizing solutions • Clarifying coordination and relationships of performance solutions • Confirm reporting requirements and audiences • Producing useful performance assessment reports	• Designing your M&E framework • Alignment to Performance Assessment indicators • Monitoring progress, making adjustments, and confirming impact • Continuous Improvement and Sustainability

Program Overview

DAY 1

Mapping the Landscape

- Improving results in international development
- Why performance analysis & assessment (PAA)?
    - What is a performance orientation and how is it different from conventional assessments?
    - A system perspective
- Who are your stakeholders and how do you establish successful relationships with them?

Planning a PAA

- A Participatory Approach: Engaging Stakeholders in the PAA process
- Ensuring Strategic Alignment: Conducing Environmental Scans
- Defining scope and developing plans

Collecting Useful Data

- Ensuring the data you collect is useful
- When and how to adjust your data collection plans and tools
- First Link to Analysis: Using performance frameworks to ask follow up questions

DAY 2

Making Sense of the Data: Analysis & Interpretation

- Integrating analysis throughout the PAA
- Defining gaps and contributing root causes
- Using root causes to inform solution selection

Influencing Decisions and Actions

- Key factors for developing a credible and compelling report
- Criteria for editing your report
- Common pitfalls to avoid
- *Tools will be provided and used throughout*

Credential Criteria

The following criteria dimensions will be verified by program faculty with relevant evaluation tools:

- Plans are accomplishment (deliverables) based
- Participants operate according to the assessment plan
- Data is collected in a reliable and valid manner
- Progress is reviewed in appropriately short intervals
- Final assessment reporting is compared against planned performance (lessons learned)

Award of Credential

The work of all participants will be observed and evaluated by qualified KNO/IFNAE consultants according to the established criteria. Those successfully meeting the credential criteria will be approved for the award of an ISPI certified PAAX credential.

WEB
http://www.ifnae.com/ifnaeacademy/

EMAIL
paax@ifnae.com