



## PRESIDENT'S REPORT

---

# UGANDA EVALUATION ASSOCIATION ANNUAL GENERAL MEETING 2020

9/18/2020

## Table of Contents

1.0	Introduction .....	3
2.0	Progress Registered: -July 2018 – August 2020.....	4
2.1	Result Area 1: Institutional Development .....	4
2.1.1	Executive Committee .....	4
2.1.2	Membership .....	5
2.1.3	Monthly Executive Committee Meetings .....	5
2.1.4	Institutional Website.....	5
2.2	Result Area 2: Capacity Building and Professional Development .....	6
2.2.1	National Evaluation Talks.....	6
2.2.2	Customized Training .....	6
2.2.3	Participation in international events .....	6
2.2.4	Hosting of the Uganda Evaluation Week.....	7
2.4	Result Area 4: Partnerships and networking .....	8
3.0	Key Issues.....	8
4.0	Conclusion.....	9

## 1.0 Introduction

It gives me pleasure to welcome you to our Annual General Meeting that brings the current office bearers to the end of their term in office. It is at this time that we as leaders account for the time and resources spent in the previous period; and as members we learn from each other and exchange ideas on issues of strategic importance.

For the benefit of our new members, the Uganda Evaluation Association is an independent professional evaluation body that was registered in 2002 as a national chapter of the African Evaluation Association (AfrEA). The main objective of the association is to build capacity of individuals, firms and organizations in monitoring and evaluation through formal and informal training, skills exchange and other avenues that support professional development. Our vision is “to be the leading professional evaluation association in Uganda” and the mission is “to promote the practice, use, quality and ethics of Monitoring and Evaluation in Uganda’s development process”.

The UEA is guided by six strategic objectives:

- 1) Build capacity of individuals, firms and organizations in monitoring and evaluation through formal and informal training, skills exchange and other avenues that support professional development.
- 2) Create a national network to facilitate sharing and exchange of up-to date literature, methods, procedures and practical evaluation frameworks among evaluators.
- 3) Promote professionalism in evaluation by defining standards and guidelines to evaluation practice.
- 4) Initiate an inter-exchange scheme, constant sharing of ideas from other evaluation institutions both regional and international.
- 5) Support and encourage global networking and collaboration of UEA and its members.

6) Foster links between civil society, government and other partners.

A member of UEA will have the following benefits:

- Belonging to a professional body
- Local and international training opportunities
- Sharing and exchanging up to date literature, methods and practical frameworks in the evaluation field.
- Interacting with local and international evaluation practitioners
- Participating in national and global events
- Access to UEA Events

## **2.0 Progress Registered: -July 2018 – August 2020**

Since the last election of office bearers (AGM 2018), the Association has witnessed significant growth in the key performance indicators. With assistance of development partners, the Executive Committee has been able to address some challenges that the Association has been facing in previous years.

### **2.1 Result Area 1: Institutional Development**

#### **2.1.1 Executive Committee**

Following the election of the President, Vice President, Treasurer and General Secretary by the AGM in June 2018, three committee members were co-opted as stipulated in the UEA Constitution. Two additional committee members were co-opted to represent the Young Emerging Evaluators and Uganda Management Institute (host of UEA secretariat).

- President – Dr. Albert Byamugisha
- Vice President – Mr. Matthew Lubuulwa
- Treasurer – Ms. Annette Oleng
- General Secretary – Ms. Josephine Watera
- Member – Mr. Bongomin Lugimoi (Academia)
- Member – Dr. Christopher Mayanja (UMI Representative)
- Member – Mr. Vicent Ssenyondo
- Member – Mr. Charles Abola

- Member – Mr. Joshua Byenkya (YEE representative)

### **2.1.2 Membership**

The number of members has grown from 156 in 2018 to 307 in September 2020. Adding to the existing members, in 2019, the institution registered 110 new members and in 2020 it registered 41 new members. Currently, the total number of registered members to the association stands at 307, of these, 85 were fully paid up as of the 15<sup>th</sup> day of September 2020. That notwithstanding, the mailing list database inclusive of persons that have neither paid membership nor subscription fees stand at 1350 persons. Noteworthy, the significant decline in the rate of enrolment witnessed in 2020 can be attributed to COVID 19 pandemic which has crippled institutional activities as well as member's capacity to remit membership and or subscription fees.

The 2017 AGM resolved that membership fee is paid once to qualify one for permanent membership, however, there is an annual subscription payable by all members to enable the institution finance the day to day operations as well as extend services to the members. Noteworthy, many of the members do not pay annual subscription fees and this has made it increasingly difficult for the association to meet its obligations as per result areas.

### **2.1.3 Monthly Executive Committee Meetings**

The executive continued to hold its monthly meetings which has steered the Association to greater heights. Cumulatively, 18 meetings were held.

### **3.1.4 Institutional Website**

- i. A redesigning of the website was done to improve functionality and ease of use.
- ii. Online payments mechanism was integrated to enable members use their mobile phones to pay membership and subscription fees, but also improve accountability of collections.

- iii. Building of an online profiling platform is in progress.
- iv. Building of a self-generated membership number, printable card and certificate is in progress. This means, any paid up member will be in position to log on and create a number, card and certificate.

## **2.2 Result Area 2: Capacity Building and Professional Development**

### **2.2.1 National Evaluation Talks**

NETs are intended to share and exchange ideas on topical issues in the M&E field with the practitioners, students and any other interested persons. During the reporting period, cumulatively 8 NETs were held.

### **2.2.2 Customized Training**

Six pre-conference training workshops were conducted during the 2018 Uganda Evaluation Week. During the reporting period, three free to paid-up members' trainings were conducted, that is, "Qualitative data analysis using Atlas ti and Data capture, Data analysis using Kobo Toolbox", and "Basic Program/Project M&E". Cumulatively, 238 members have directly benefited from the above training programs.

### **2.2.3 Participation in international events**

UEA has supported its members to engage in international events through recommendations and secondments but also information on the website. Key among this was the big presence of the UEA members are the 9<sup>th</sup> AfrEA Conference in Ivory Coast, March 2019, The International Development Evaluation Association (IDEAS) Global Assembly in Prague, October 2019, the American Evaluation Association Annual Conference, November, 2019, M&E capacity building training at University of Antwerp in Belgium, Mrs. Rosetti Nabbumba elected as President of AfREA, and Ms. Josephine Watera elected representative of Sub-Saharan Africa on IDEAS board.

## **2.2.4 Hosting of the Uganda Evaluation Week**

The Uganda Evaluation Week was held from February 11th – 15th, 2019 at Hotel Africana, Kampala, Uganda under the theme “From Evidence Generation to Utilization”. The conference attracted 152 participants (51 females and 101 male) from Uganda, South Africa, United States of America, India, Canada, Ghana, Ivory Coast, Benin, DR Congo and United Kingdom.

The Week started with pre-conference workshops from 11th -12th February 2019, followed by a two and half days’ conference from the 13th – 15th February, 2019 for invited participants. There were 11 parallel sessions, four keynote speeches, 29 paper presentations, one round table presentation, and four panel discussions.

The Week was funded from three sources: The Government of Uganda through OPM, registration fees by UEA members, and the three development partners that included; International Initiative for Impact Evaluation (3ie), Twende Mbele, and Campbell Collaboration.

## **2.3 Result Area 3: Research and Evaluation**

Some progress has been registered in this area as an institution. Members individually participated in various research and evaluation activities in the country and internationally. The UEA has continuously shared available opportunities for evaluation with members to bid and offer their services as individuals. Additionally, a number of members have been recommended to international conferences, workshops and training opportunities with an aim to increase access to research and evaluation skills that can be shared back home.

There is still a gap streamlining how UEA can engage research and evaluation without conflict of interest with its members.

## **2.4 Result Area 4: Partnerships and networking**

- i. There has been continuous exchange with local and other international individuals and institutions working in the evaluation field.
- ii. A number of members have been seconded to national and international meetings.
- iii. There is a proposed partnership with Campbell Collaboration to have a fully-fledged database of evaluation practitioners across the country.
- iv. Two members of the Zambia Evaluation Association attended one of the UEA National Evaluation Talks for purposes of taking lessons back home and possibly initiating a relationship between ZEA and UEA.
- v. Discussions are in final stages to sign a memorandum of understanding with Uganda Management Institute. It is intended to streamline the relation and collaborations between UMI and UEA which will complement and ultimately elevate the efforts exerted by both parties in professionalizing the practice of M&E

Special Appreciation goes to the Uganda Management Institute for hosting UEA secretariat plus hosting various NETs and stakeholder meetings organized by UEA.

## **3.0 Key Issues**

A number of challenges constrained/affected UEA performance in the ending period:

- i. COVID –19 how does the association mitigate the effect of corona virus on its activities, how best can we execute the mandate of the association.
- ii. At the moment, the membership fee is the main source of income for UEA operations. This coupled with failed and delayed payments of subscription fees has crippled the institution's activities.

- iii. Although membership has been reported to grow, the growth rate and numbers are still low to sustain the association’s activities.
- iv. Governance structures partially constituted; the Board of Trustees is not yet in place.
- v. Capacity building programmes for members are still limited.
- vi. Carrying forward of subscription fees arrears while reconciling fully paid up members. Who is a fully paid up member – does a person who has skipped a year without paying subscription fees but paid the one-time membership fee qualify for a fully paid up member?
- vii. Organizational mapping and actualizing profiling of members - a lack of guiding framework, experienced personnel to guide this process and resources. There are a number of benefits that come with a fully profiled list.
- viii. Identification of cost friendly but effective trainers to support the capacity building for the UEA members
- ix. Identification of members willing to present in NETs.
- x. Financing and aligning of activities for University charters to UEA the work plan has not been done
- xi. Sustainable membership development programs
- xii. Benefits of members, note that the largest number of members are YEEs yet most of the opportunities shared are for practitioners.

#### 4.0 Going Forward

	Issue	Action/Remark
1	Effect of COVID-19 on association activities	A need for more investment in technology aided platforms especially for institutional development and capacity building programs
2	Low retention of members,	Using the results from the Training

	inadequate funds to sustain the association activities	Needs Assessment, draw up a capacity building program, increase communication to key organizations and government departments to build interest to subscribe to UEA plus participation in activities therein.
3	Organizational mapping and actualizing profiling of members	Due to limited funds to finance this activity, Identification of UEA members who have capacity in this activity should form a working group to actualize this
4	Sustainable membership development programs	Since a training needs assessment was done, a training program should be developed and shared with potential funders or key stakeholders in the evaluation field to provide support
<u>5</u>	Low engagement of YEEs and a lack of formal working relationship between UEA and YEE Uganda or the University Charters	Streamline and formalize the relationship between YEE Uganda, University Charters and UEA.
<u>6</u>	Largest number of members are YEEs yet most of the opportunities shared are for practitioners.	The EXCOM should engage the YEEs leadership and agreed on working relationships
<u>7</u>	Strategic Plan period has come to a close.	Review progress of the old strategic plan and develop a new one

## 5.0 Conclusion

From the various presentations made, it is evident that there has been significant growth in Institutional Development and Capacity Building and

Professional Development result areas. The incoming executive is encouraged to exert more effort and ensure the association grows further.

Appreciation goes to the members for continuously supporting the activities of the Association. Those that have not yet paid membership or updated their annual subscription status, you are encouraged to do so.

Special appreciation goes to Uganda Management Institute for the support in form of hosting the UEA secretariat, supporting the review of Uganda Evaluation Week papers, and hosting the monthly National Evaluation Talks.