COAST Monitoring System
Approach, Process and Institutional Learning
COAST Origin and Working Areas

- Emerge from AAB Bhola Project in 1998 as COAST Trust
- Registered from NGO Affair’s Bureau in 1998.
- Received MRA registration in 2007
- Now Operation in seven districts in coastal areas.
COAST Monitoring Structure
Objectives of monitoring system

i. Reduce the information gap about program activities, performance and expected output.

ii. Assess performance of ongoing activities and enhance the quality standard of monitoring.

iii. Develop manager or leaders’ skill on off-site monitoring.
Approach of Central monitoring

- Core program (Micro Finance) Monitoring: Six monthly audit following structured format.

- Non-Core (Donor Projects) Monitoring: Quarterly finance and performance monitoring followed by structured format

On the above;

i. Performance and managerial skill will be monitored periodically of project leaders (Need Base).

ii. Fortnightly movement and activities also follow up as post facto where output effectiveness would be assessed (Need Base).
## At a glance COAST Monitoring Tools

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<th>Objective</th>
<th>Source</th>
<th>Process</th>
<th>Preservation and Dissemination</th>
<th>Frequency</th>
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<tr>
<td><strong>Project Performance Review (PPR)</strong></td>
<td>Assess the performance of project and impact</td>
<td>Beneficiaries, project documents and reports</td>
<td>Central monitoring team</td>
<td>R &amp;D sector and to the ED and respective project leader</td>
<td>Quarterly</td>
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<tr>
<td><strong>Leadership Performance Review (LPR)</strong></td>
<td>Assess managerial skill</td>
<td>Field and internal stakeholder</td>
<td>Central monitoring team</td>
<td>R &amp;D sector and to the ED and respective project leader</td>
<td>Bi Monthly</td>
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<tr>
<td><strong>Total Performance Review (TPR)</strong></td>
<td>Assess the performance with quality and COAST Standard</td>
<td>Beneficiaries, project documents and reports</td>
<td>Central monitoring team along with project focal.</td>
<td>R &amp;D sector and to the ED and respective project leader</td>
<td>Quarterly/Six Monthly</td>
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<tr>
<td><strong>Post facto Movement Checkup (PMC)</strong></td>
<td>Assess the movement and output effectiveness</td>
<td>Movement register and field</td>
<td>Central monitoring team</td>
<td>Respective Supervisor and submit to the Director Operation</td>
<td>Need base and at least 30% of selective dates</td>
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<tr>
<td><strong>Financial Monitoring and Audit</strong></td>
<td>Assess the financial progress and performance maintaining set rules and procedures</td>
<td>Respective financial documents like budget line, cash book, ledger and reports</td>
<td>Corporate Affairs and Audit team</td>
<td>Corporate Affairs and Audit section and submit to the respective Manager and to the Director</td>
<td>According to the sectoral plan of CAA</td>
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### Source
- Compilation & Analysis
- Preservation and Dissemination

### Frequency
- Quarterly
- Bi Monthly
- Quarterly/Six Monthly
- Need base and at least 30% of selective dates

### www.coastbd.net
Management Learning on M & E

- Feed back meeting with staff on observation at field

- Arrange PPMM (Project Performance Monitoring Meeting) bi-monthly.
We optimistic to new life & prospect

Thank You to all