



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Public Sector Programme Evaluation

Business, Commerce and Management Studies / Public Administration

Unit Standard 242917 · NQF Level 7 · 16 Credits · 13 Days

COURSE OVERVIEW

This course equips public sector professionals with the skills to systematically evaluate government programmes, ensuring accountability, effectiveness, and alignment with policy objectives. Participants will learn to design evaluation frameworks, collect and analyze data, and report findings to improve service delivery. The course is aligned with the SAQA unit standard for evaluating public sector programmes.

Category	Business, Commerce and Management Studies
Subfield	Public Administration
Unit Standard	242917
Accreditation	SAQA Accredited · NQF Level 7 · 16 Credits
Duration	13 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply evaluation theories and models to public sector programme contexts.
- Analyze programme logic, objectives, and stakeholder expectations.
- Design an evaluation plan including data collection methods and sampling strategies.
- Implement data collection and analysis using quantitative and qualitative techniques.
- Evaluate programme outcomes and impacts against predetermined criteria.
- Report evaluation findings with actionable recommendations for programme improvement.

WHO SHOULD ATTEND

- This course is designed for programme managers, monitoring and evaluation officers, policy analysts, and other public sector professionals involved in planning, implementing, or assessing government programmes.

COURSE OUTLINE

Day 1: Introduction to Public Sector Programme Evaluation

- Overview of programme evaluation: definition, purpose, and types.
- The role of evaluation in public sector governance and accountability.
- Key stakeholders: government departments, funders, beneficiaries, evaluators.
- Monitoring vs. evaluation: similarities and differences.
- Legislative framework: DPME, M&E; policy frameworks, and relevant acts.
- Ethical considerations in public sector evaluation.

Day 2: Programme Theory and Logic Models

- Programme theory: inputs, activities, outputs, outcomes, impact.
- Constructing a logic model: step-by-step process.
- Assumptions and external factors.
- Theory of change vs. logic model.
- Examples of logic models in South African public programmes.
- Using logic models to formulate evaluation questions.

Day 3: Evaluation Design and Approaches

- Types of evaluation: formative, summative, process, impact.
- Evaluation design options: experimental, quasi-experimental, non-experimental.
- Internal and external validity threats.
- Participatory evaluation: engaging stakeholders.
- Utilisation-focused evaluation: ensuring findings are used.
- Selecting an appropriate design for a public sector programme.

Day 4: Developing Evaluation Questions and Indicators

- Crafting evaluation questions: criteria and types.
- SMART indicators: specific, measurable, achievable, relevant, time-bound.
- Quantitative vs. qualitative indicators.
- Indicator selection and validation.
- Linking indicators to programme logic.
- Common pitfalls in indicator development.

Day 5: Data Collection Methods for Evaluation

- Quantitative methods: surveys, administrative data, tests.
- Qualitative methods: interviews, focus groups, observations.
- Document review and case studies.
- Mixed-methods designs.
- Sampling strategies.
- Ensuring data quality: validity, reliability, triangulation.
- Ethical data collection.

Day 6: Data Analysis and Interpretation

- Quantitative analysis: descriptive statistics, t-tests, chi-square, regression.
- Qualitative analysis: coding, themes, narratives.
- Using software for data analysis (e.g., Excel, SPSS, NVivo).
- Triangulation of data sources.

- Interpreting findings: causality, contribution, context.
- Drawing conclusions and formulating recommendations.

Day 7: Reporting and Disseminating Evaluation Findings

- Evaluation report structure: executive summary, methodology, findings, conclusions.
- Writing for different audiences: policymakers, practitioners, public.
- Visualising data: charts, tables, infographics.
- Presenting findings effectively.
- Dissemination strategies: workshops, briefs, media.
- Ensuring recommendations are actionable.

Day 8: Evaluation Management and Ethics

- Evaluation project planning: scope, timeline, budget.
- Ethical principles: informed consent, confidentiality, beneficence.
- Evaluation standards: utility, feasibility, propriety, accuracy.
- Stakeholder engagement and communication.
- Managing conflicts of interest.
- Quality assurance in evaluation.

Day 9: Evaluating Specific Public Sector Programmes

- Evaluating social programmes: health, education, social development.
- Evaluating economic programmes: job creation, SMME support.
- Evaluating infrastructure programmes: housing, transport.
- Sector-specific indicators and data sources.
- Case studies from South African public sector.
- Challenges: data availability, attribution, political context.

Day 10: Impact Evaluation Methods

- Counterfactual and attribution.
- Randomised controlled trials (RCTs).
- Quasi-experimental designs: difference-in-differences, regression discontinuity.
- Propensity score matching.
- Instrumental variables.
- Challenges in impact evaluation: selection bias, spillovers.
- Interpreting impact estimates.

Day 11: Cost-Effectiveness and Cost-Benefit Analysis

- Economic evaluation concepts: efficiency, equity.
- Cost-effectiveness analysis: measuring costs and effects.
- Cost-benefit analysis: monetising benefits.
- Discounting and sensitivity analysis.
- Using economic evaluation for decision-making.
- Examples from public sector programmes.

Day 12: Utilisation of Evaluation Findings and Organisational Learning

- Barriers to evaluation use: political, organisational, cultural.
- Strategies for promoting use: stakeholder engagement, timeliness, relevance.
- Organisational learning: feedback loops, adaptive management.
- Building evaluation capacity within organisations.

- Case studies of evaluation use in South Africa.
- Developing an evaluation utilisation plan.

Day 13: Integrating Evaluation into Public Sector Planning and Budgeting

- Evaluation and the planning cycle: strategic plans, annual plans.
- Evaluation and the budget cycle: MTEF, programme budgeting.
- Using evaluation to inform resource allocation.
- Developing an evaluation action plan.
- Presenting recommendations to decision-makers.
- Course wrap-up and reflection.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **16 NQF credits** at **NQF Level 7**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 50,000.00	R 50,000.00
1	In-House	R 65,100.00	R 65,100.00
1	On-Campus (Pretoria)	R 75,000.00	R 75,000.00

UPCOMING SESSIONS

Start	End	Method	Venue
31 Jul 2026	18 Aug 2026	On-Campus	Dar es Salaam, Tanzania
03 Aug 2026	19 Aug 2026	On-Campus	Johannesburg, South Africa
04 Aug 2026	20 Aug 2026	On-Campus	Mauritius
05 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa
06 Aug 2026	24 Aug 2026	On-Campus	Dubai, UAE
07 Aug 2026	25 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	25 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	26 Aug 2026	On-Campus	Mauritius

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 242917) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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