



Monitoring, Evaluation, and Quality Policy

Effective Date: [01/04/2023]

Introduction:

Rushabh Foundation Charitable Trust (the "Trust") is committed to ensuring transparency, accountability, and continuous improvement in its programs, projects, and operations. This Monitoring, Evaluation, and Quality Policy (the "Policy") outlines the Trust's approach to monitoring and evaluating its activities to assess their effectiveness, impact, and adherence to quality standards. The Policy applies to all trustees, employees, volunteers, contractors, beneficiaries, and any other individuals associated with the Trust (collectively referred to as "Individuals").

1. Purpose:

- 1.1. The purpose of this Policy is to establish guidelines and procedures for the systematic monitoring, evaluation, and quality assurance of the Trust's programs, projects, and operations.

2. Monitoring and Evaluation Framework:

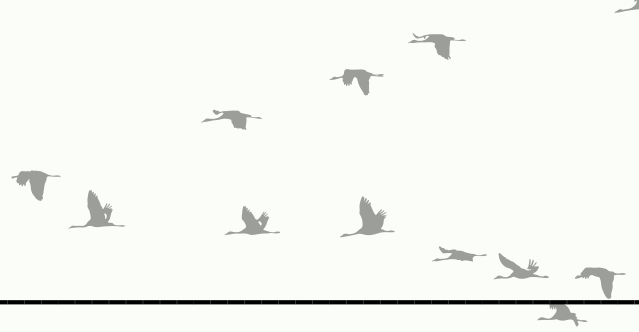
- 2.1. The Trust will develop a comprehensive monitoring and evaluation framework that outlines the key performance indicators, data collection methods, evaluation methodologies, and reporting mechanisms to assess the effectiveness and impact of its activities.
- 2.2. The framework will align with the Trust's strategic objectives, program goals, and the requirements of relevant stakeholders.

3. Quality Assurance:

- 3.1. The Trust is committed to delivering high-quality programs and services that meet the needs of its beneficiaries and stakeholders.
- 3.2. Quality assurance measures will be implemented throughout the project lifecycle, including the design, implementation, and evaluation phases, to ensure adherence to best practices, standards, and ethical guidelines.

4. Data Collection and Analysis:

- 4.1. The Trust will establish clear procedures for data collection, storage, and analysis to ensure the reliability, accuracy, and confidentiality of information.
- 4.2. Data collection methods may include surveys, interviews, focus groups, observations, and analysis of existing data sources.
- 4.3. Data analysis techniques will be applied to identify trends, patterns, and insights that inform decision-making and program improvement.



5. Reporting and Dissemination:

- 5.1. The Trust will develop regular monitoring and evaluation reports that provide a comprehensive analysis of program performance, achievements, challenges, and recommendations for improvement.
- 5.2. The reports will be shared internally with relevant stakeholders and externally as appropriate to promote transparency, accountability, and learning.

6. Learning and Improvement:

- 6.1. The Trust is committed to a culture of learning and improvement, using monitoring and evaluation findings to inform strategic decision-making, program design, and implementation.
- 6.2. Lessons learned, best practices, and successful strategies will be documented and shared across the organization to enhance knowledge-sharing and improve program outcomes.

7. Stakeholder Engagement:

- 7.1. The Trust recognizes the importance of engaging stakeholders, including beneficiaries, local communities, partners, and donors, in the monitoring and evaluation processes.
- 7.2. Stakeholders will be involved in defining program objectives, indicators, and evaluation criteria, as well as providing feedback and inputs throughout the evaluation cycle.

8. Capacity Building:

- 8.1. The Trust will invest in building the capacity of its staff, volunteers, and partners in monitoring, evaluation, and quality assurance techniques and methodologies.
- 8.2. Training programs, workshops, and resources will be provided to enhance skills in data collection, analysis, reporting, and utilization of evaluation findings.

9. Policy Review:

- 9.1. This Monitoring, Evaluation, and Quality Policy will be reviewed periodically to ensure its continued relevance, effectiveness, and alignment with industry best practices and emerging trends.

Conclusion:

This Monitoring, Evaluation, and Quality Policy reflects Rushabh Foundation Charitable Trust's commitment to evidence-based decision-making, quality assurance, and continuous improvement. By adhering to the principles outlined in this Policy, we can enhance the impact, effectiveness, and accountability of our programs and operations.

By signing below, I acknowledge that I have received, read, and understood the Rushabh Foundation Charitable Trust Monitoring, Evaluation, and Quality Policy and agree to comply with its provisions and guidelines.

[Individual's Name]

[Individual's Position/Role]

[Date]

