**OPEN CALL FOR APPLICATION: Eastern Region**

**Training on Localising the SDGs and Working with Data to Improve Evidence-Based Decision-Making and Planning**

**DESCRIPTION**

Are you a district official, a CSO or a Journalist and your work involves data and cross-cutting issues such as the SDGs, then this training is for you.

Are you struggling working with excel, interpreting data, data collection and analysis, writing voluminous reporting and communicating well with data in the district, then this training is for you also, as you will meet people who share same troubles.

This training will focus on building the capacity of district officials, CSOs and Journalists to

* Improve their awareness of the SDGs;
* Enhance their skills in data collection and data capturing processes;
* Use streamlined, easier and/or innovative tools and methods that make M&E and reporting more efficient, timely and of high quality;
* Support efforts to make activities of an institution transparent and more accountable.

We promise to deliver activity-based learning by doing training approach complemented by games, movies, action learning exercises and practical work done by the trainees.

Training manuals (ToT) and materials will also be made available to trainees.

There will be lot of room for peer-peer learning exchanges, collaborations and interactions among trainers and trainees.

The training is being conducted with partner support from NDPC, MLGRD, GSS, LGSS, OHLG and training contents reflect the demands and requirements of partner institutions.

**ELIGIBILITY**

This training will be ideal for the following:

* ***Relevant Staff of MMDAs*** (*esp. District Planning Officers, District Environmental Protection Officers, District Water and Sanitation Officers, Statistical and Assistant Statistical Officers, Gender Desk Officers and Community and Social Welfare Officers etc.)*
* ***CSOs and Journalists***

**COSTS**

The training is free of charge.

We cover travel and accommodation costs for those coming from outside the regional capital where the training is going to take place.

**DEADLINE TO APPLY**

Friday, 6th September 2019.

**APPLICATION**

You can apply by filling the form below.

Thirty (30) participants will be selected for the training.

The results will be announced on Tuesday, 10th September 2019.

The training will take place in Koforidua from 16th to 20th September 2019.

Certificates will be awarded at the end of the training.

Completed application form and any additional questions or enquires, should be sent to GIZ Advisor—Elizabeth Alampae Ayamga elizabeth.ayamga@giz.de 0556783522

**APPLICANT FORM**

**TO BE COMPLETED BY THE APPLICANT**

**1.0. Introduction**

This form is designed to collect and collate information about people’s training needs on localising the SDGs and building capacity in Monitoring and Evaluation (M&E), data collection and analysis, reporting and data visualization. The information provided will enable the facilitators to tailor the training to the relevant needs of participants. Your participation will greatly contribute to the success of the training though it is voluntary. Confidentiality is assured. Thank you.

**2.0. Background**

1. Name of Applicant: …………………………………………………………………………

Email: Mobile Number:

Institution/Organization:

2. Sex: a. Male ( ) b. Female ( )

3. Region…………………………………………… District: ……………………………………….

4. Job Title: ……………………………………………………………………………….…………...

5. Years of work experience in current position:

 a. 1-5years ( ) b.6-10years ( ) c.11-15years ( ) d.16-20( ) e.21 and above ( )

**3.0. Thematic Questions**

6.What motivates you to apply for this training? (Not more than 200 Words)

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7. What is your level of understanding and working knowledge in the following thematic areas:

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| --- | --- | --- |
| **NO.** | **STATEMENT** | **LEVEL OF KNOWLEDGE** |
| **New**  | **Limited Knowledge**  | **Intermediate Knowledge** | **Advanced Knowledge**  |
|  | * SDGs
 |  |  |  |  |
|  | * Monitoring and Evaluation
 |  |  |  |  |
|  | * Data Collection and Analysis
 |  |  |  |  |
|  | * Data Visualisation
 |  |  |  |  |

8.Mention at least three topics and skills that interest you and you will like to be trained in to improve your knowledge in the following thematic areas:

|  |  |  |
| --- | --- | --- |
| **NO.** | **THEMATIC AREAS** | **TOPICS AND SKILLS**  |
| i | **SDGs**  |  |
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| ii | **Monitoring and Evaluation**  |  |
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| iii | **Data Collection and Analysis** |  |
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| iv  | **Data Visualisation**  |  |
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9.What are your expectations from this training?

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10. What practical change or activity do you intend to effect or undertake with the new knowledge gained after the training on the SDGs, M&E, data collection and analysis and data visualization?

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11. Is there any other issues or concerns you want to express or suggest which have not been captured in this survey.

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