

## **The Planning –Evaluation and Follow up report to the MECC Executive Meeting, September 30- October 2, 2008.**

The 2008 March executive committee endorsed the establishment of *the Planning – Evaluation and Follow up department (PEF)*. This department has been mandated to:

- Assess the Units and Departments on planning the programs, and coordinates among them to avoid duplication.
- Follow up the implementation of the programs at the local and regional levels according to the set dates and the allocated funds
- Follow up sending reports to the partners on time and to the Communication Department for documentation and publication.
- Continue the evaluation of executed programs, which will all pour into the final reports, to be presented to the Executive Committee and the partners.
- Coordinate with MECC International Ecumenical Relations office on related issues of programs and partners.

### **1-Preparatory Phase:**

1-1 In order to accomplish the addition above stated tasks, the PEF Department will set the following specific objectives for the coming quadranium:

#### **In 2008: The Thematic Analysis**

1. To assess the ongoing programs of MECC and their impact on the beneficiaries.
2. To identify areas of overlap.
3. To determine areas of possible cooperation and synergy.
4. To pinpoint constraints and difficulties.

#### **In 2009: The Methodological Analysis**

1. To analyze the methodologies applied and their impact on the beneficiaries.
2. To highlight possible links across MECC programs.
3. To foster joint projects across MECC units and departments.
4. To suggest measures to overcome constraints and to minimize the threats.

#### **In 2010: The joint Ventures and opportunities**

1. To analyze the proposed changes and assess their impact on the beneficiaries.
2. To foster joint initiatives between MECC and the local Church communities.
3. To identify critical issues and common concerns.
4. To locate new areas and opportunities for a deep MECC ministry in the region

#### **In 2011: The Strategic Planning**

1. To provide a strategic plan for the upcoming 4 years, in cooperation with the General Secretary and the International Ecumenical Relations office.

2. To represent a comprehensive picture of the overall programmatic approach of MECC based on the vision, mission and values of MECC.
3. To spot internal implications and potential problems

1-2 The PEF director had seven individual meetings with the Associate General Secretaries and the Program directors to introduce to them the rationale of PEF and to explain the use of the Evaluation forms for the participants and organizers that are to be applied at all the events organized by the council locally, regionally and internationally. The meetings provided the director with some insights about the different programs, the difficulties that are faced and the future plans. Moreover, the PEF director was invited to attend only one regional event<sup>1</sup> but received the evaluation of reports of four events<sup>2</sup>.

## **2- The Observations:**

### 2.1 The Planning:

- The MECC operates on project bases. There is no clear programmatic scheme. The annual program is a compilation of the ongoing projects in addition to the new projects that receive funding during the current year.
- The objectives of the programs are linked only to the perception of the different program directors.
- Each department is fully independent in the way it implements its programs and there is no link or cooperation with any other department. The coordination between the Units & Programs and IER + PEF is missing also on the other hand. There was a memo (nb:10/2008) circulated to organize the relationship between PEF and the other units but it is not respected.
- The different units form an agglomeration of Ghetto-like structure. They are under pressure to find the resources needed for their survival. Therefore, they may compete with each other over partners and resources. This competition may go as far as applying for projects that do not fall under their area of expertise.
- The General Secretary is the only person who is aware of all the programs that are undertaken by the council.
- There is overlap between the ELD, Christian Muslim dialogue and Human rights departments. This overlap is thematic or at the level of the target group.
- The directors are not clear about their job description and administrative and financial procedures that are in practice in the council.

### 2.2 The Evaluation<sup>3</sup>:

- 106 Females and 59 males participated in the MECC projects. One of the events was a women project so if we take it out then the ratio becomes 51% Females and 49% male.

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<sup>1</sup> East and West – Amman 11-14 August, 2008 – ELD

<sup>2</sup> Follow up meeting: Patterns of Commitment of the Church and Religious Human Rights Associations, 4-7 May – JPHR, Domestic Violence July 26 – ELD, Religions and Civil Peace, 27-31 August, CMD and Towards Church owned schools that fit the IZO criteria in order to achieve peace and against violence, 28-31 August. ELD.

<sup>3</sup> The data in this section does not cover all the activities that were executed till now but only the projects that were reported for partially or fully.

- The lectures and trainers are a mixture of Male lay and clergy in addition to females. The ratio is 42% females to 58% males.
- The evaluations of the participants are generally acceptable but they always express needs that are not necessarily part of the programs. At this point I do not have all
- The Ecumenical component is missing is not reflected in a visible way in some MECC activities. The morning prayers and/or Bible studies became alien components to the programs which raises deep concerns regarding the mission of the council.
- An initiative was taken by the ELD department to profit from the resources and expertise available at the council. This is a positive move that needs further analysis and evaluation especially if it is to be adopted by other Departments.

### 2.3 The follow up:

- The follow up is not in practice unless it is a multi phase project or requested by the partners.

### 3- **The Recommendations**

- 1- **To shift the MECC's programmatic culture from a projects to a program's approach;**
- 2- To have an annual retreat for Unit directors to share ideas for programs and to foster joint project in on shared interests or beneficiaries. Quarterly meetings should take place to update all senior staff on the MECC programs.
- 3- Strong efforts are needed in order to make sure that all MECC programs reflect the mission and vision of the council.
- 4- The Faith and Unity unit shall provide a theme for each year. This Unit shall provide the resource materials needed for each and every program. This will all pour into the achievement of the mission of the council as a church based Christian entity with ecumenical vocation.
- 5- Efforts shall be made to clarify the job description of all senior staff and the administrative and financial procedures that are or shall be in practice in the council.
- 6- The MECC senior staff training remains an urgent demand because it increases the chances of improvement and progress at all levels of the council.
- 7- The cooperation with the PEF department is vital for the improvement of the different departments of the council.

I conclude my report with a word of gratitude to the MECC Presidents and Executives as well as the General Secretary and all my staff colleagues for their trust and understanding.

May God be with us all.

Yours

***Elias El-Halabi***

***Associate General Secretary  
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