

MEAL Training for Development Professionals

Organization: AF Development Care (AFDC)

Status: Ongoing Course

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Course Overview

This **3-day, intensive, individualized Monitoring, Evaluation, Accountability, and Learning (MEAL) Training** is designed for NGO relief workers and development professionals in humanitarian response, education, health, livelihoods, child development, human rights, poverty alleviation, gender, WASH, labour, migration, disaster relief, and sustainable development. Led by **Sachi Satapathy**, Director of AF Development Care with experience in 47 evaluations across 29 countries, this course equips participants with practical MEAL tools and frameworks to enhance project outcomes and donor trust.

Duration: 3 Days (9 hours total)

Formats & Fees:

- **Live Virtual Course:** USD 298 (9-hour interactive training)
Dates: Flexible scheduling; book at least 7 days in advance
Location: Virtual (Online)
Registration Deadline: Rolling applications

Who Should Attend?

- **Entry-Level Professionals:** Learn MEAL fundamentals for NGO careers.
- **Mid-Career Managers:** Strengthen monitoring and evaluation skills.
- **Senior Leaders:** Enhance strategic oversight of MEAL processes.
- **Relief & Development Professionals:** Working in humanitarian response, education, health, or advocacy.
- **Aspiring UN/International Agency Staff:** Preparing for global roles.
- **NGO Teams:** Group training available for program/project staff.

Prerequisites: Basic understanding of NGO/humanitarian work; medium-level English proficiency.

Key Learning Outcomes

Master MEAL skills tailored to humanitarian and development contexts:

- **MEAL Framework Design:** Create frameworks with indicators, baselines, and targets.
- **Theory of Change (ToC):** Link activities to measurable outcomes.
- **Data Collection:** Design surveys, focus groups, and use tools like KoBoToolbox or ODK.

- **Data Analysis:** Analyse quantitative and qualitative data using Excel, SPSS, or NVivo.
- **Impact Reporting:** Write donor reports and impact stories to showcase results.
- **Accountability:** Ensure transparency with beneficiaries and stakeholders.
- **Learning & Adaptation:** Use MEAL data to improve project design and implementation.
- **Career Advancement:** Gain skills for roles in UN agencies and international NGOs.

Why Choose This Course?

- **Individualized Training:** Tailored to your role, organization, and project needs.
- **Expert Facilitation:** Learn from Sachi Satapathy, a global MEAL expert.
- **Practical Focus:** Develop real MEAL frameworks with personalized feedback.
- **Career Boost:** Earn a certificate for UN and NGO roles.

Training Agenda

Day 1: Foundations of MEAL

- Introduction to MEAL principles and humanitarian standards (e.g., Sphere Standards).
- Design MEAL frameworks with indicators and ToC.
- Practical Exercise: Develop a MEAL framework for a relief project.
- Tools: Indicator matrices, log-frames, ToC templates.
- Outcome: Draft MEAL framework tailored to your work.

Day 2: Data Collection & Analysis

- Design surveys, focus groups, and mobile data tools (KoBoToolbox, ODK).
- Analyze data using Excel, SPSS, or NVivo.
- Case Study: Analyze data from a disaster relief project.
- Tools: Survey templates, data cleaning checklists, Tableau for visualization.
- Outcome: Customized data collection and analysis plan.

Day 3: Learning, Reporting & Accountability

- Use MEAL data for project improvement and adaptation.
- Write donor reports and impact stories.
- Ensure accountability to beneficiaries and stakeholders.
- Case Study: Prepare an impact report for a UN-funded project.
- Tools: Reporting templates, after-action review (AAR) guides.
- Outcome: Completed impact report and learning plan.

Career Impact

- Stand out in job applications with a certificate on MEAL Training Completion
- Demonstrate expertise in evidence-based project management.
- Build confidence to lead MEAL processes in relief and development.

- Network with Sachi Satapathy and peers for future collaborations.

Testimonial:

"The MEAL training gave me the tools to measure impact effectively. Sachi's one-on-one sessions helped me apply these skills to my projects, and I'm now leading evaluations for my NGO." – Fatima M., MEAL Officer, Jordan

Fee Information

- **Live Virtual Training:** USD 298 (9-hour interactive training and materials).

How to Register

Email afdcdirector@gmail.com with following details

Full name/ Country of Resident and contact details.

Current role/organization (if applicable).

Preferred dates/ time zone

Receive training instructions and confirmation.

Book at least 7 days in advance to secure your slot

About Training Coach- Sachi Satapathy

Sachi Satapathy is a globally renowned lead training coach in Monitoring, Evaluation, Accountability, and Learning (MEAL), Project Management, Proposal Development, Communication Strategy, and Report Writing, with over 19 years of hands-on expertise in international development and humanitarian initiatives. As Director of AF Development Care in New Delhi, he has spearheaded 47 high-impact evaluation projects across 27 countries—including India, Nepal, Sri Lanka, Myanmar, Philippines, Afghanistan, Gaza, Lebanon, Democratic Republic of Congo, Papua New Guinea, Bangladesh, Vietnam, Maldives, and South Africa and all of Global South countries—partnering with prestigious organizations such as Welthungerhilfe (Germany), NOMI Network (USA), Global Campaign for Education (South Africa), International Catholic Migration Commission (Switzerland), USAID, UNICEF, American Leprosy Mission (USA), World Health Organization, GIZ/BMZ- Germany, World Vision, SAARC, World Bank, UNFPA, International Union Against TB and Lung Diseases (The Union), ChildFund, World Federation of Haemophilia (WFH), Montreal, Canada. His work spans critical areas like public health, women's economic empowerment, AI in education, WASH sanitation, child protection, neglected tropical diseases, tobacco control, and sustainable livelihoods, driving evidence-based policy advocacy aligned with SDGs such as 3, 4, 5, 8, and 17, while securing multi-million-dollar funding from governments, multilateral agencies, and



foundations. What makes Sachi the best training coach in these domains is his proven track record of training over 450 professionals and 45 organizations worldwide—equipping 130+ from 25 NGOs in MEAL, 300+ from 20+ organizations in project management, and many more in proposal development—through globally recognized programs like the AFDC Youth Ambassador and Young Women Humanitarian Leadership initiatives, combined with his thought leadership in 70 op-eds, peer-reviewed journals, and books, ensuring participants gain practical, scalable skills for transformative impact in development and relief sectors.