**

**Capacity Building Workshops**

**Hosted by SAMEA with Co-hosts the TheZenex Foundation, CLEAR and the DPME**

***06 – 07 October 2016, Cape Town, South Africa***

**SAMEA EMERGING EVALUATORS SCHOLARSHIP INVITATION**

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The **2016 Monitoring and Evaluation Capacity Building Workshops** organised by SAMEA in partnership with the Department of Planning Monitoring and Evaluation (DPME), the Centre for Learning on Evaluation and Results (CLEAR), Genesis analytics and the TheZenex Foundation, will be held in **Cape Town from the 6-7 October 2016**. The theme for this year’s workshop series is **“Strengthening Evaluation Culture and Capacity in South Africa.”**The workshops cover some of the most pressing issues in the evaluation field and are facilitated by local and international experts in the respective knowledge terrains.

SAMEA will also offer **fiveScholarships to Emerging Evaluators,** to attend this conference**,** in order to support young and emerging practitioners in M&E and to promote the development of a professional M&E community in South Africa and beyond. The scholarship provides funding for deserving delegates to attend the workshops and the SAMEA AGM which is compulsory. Due to restraints in funds, the scholarship **will only** fund registration fees, workshop fees and accommodation. **The deserving delegates will have to cater for their travel.**

The EE Scholarships are aimed at M&E full-time or part-time post-graduate students that have a career in M&E as objective or that may already be working in such a capacity. Young professionals and lifelong learners with a demonstrable interest in M&E are also encouraged to apply.The awarding of the EE Scholarships and the nature of each scholarship will be at the discretion of the SAMEA selection panel.

**Requirements:**

If you would like to apply to participate in the event as an Emerging Evaluator you must meet the following requirements:

* Be a part-time or full-time student in an M&E related field, preferably post-graduate and/or be an emerging evaluator through present work circumstances or future career plans;
* Must be a member of SAMEA in good-standing by **30 August 2016**. No applicant will be considered if his/her membership status is not active.

Preference will be given to:

* Those whose field of study and/or work is M&E focussed;
* Historically disadvantaged individuals, women, youth and the disabled;
* Those who are willing to participate in future SAMEA work and promote the objectives of the Association.

**Application process:** To be considered for an Emerging Evaluator bursary, please complete the attached form and submit the following documentation in electronic format:

* A CV, inclusive of the following:
  + Full names
  + Qualifications
  + Work experience, and present affiliation
  + Your title at work
  + List your role, if any, in M&E

**Application Process:** To be considered for a scholarship, please complete the Scholarship Application Form (below). The Application form should be submitted to Registration Service [registration@sameaconference.co.za](mailto:registration@sameaconference.co.za). Any further questions can also be directed to Fazlin Anthony, [info@sameaconference.co.za](mailto:info@sameaconference.co.za). All applications will be reviewed by a selection team comprising of SAMEA Board members.

Applications must be received by no later than **30 August 2016.** No late applications will be considered. Applicants will be notified by email by approximately **three weeks** after the closing date of submissions

Successful applicants will be expected to submit a **one-page Feedback Report** on the workshop experience (see below).

NB: Please complete the Application Form on the following page -

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|  |  | **SAMEA Emerging-Evaluators SCHOLARSHIP APPLICATION**  **Conference Secretariat**  Tel.: +27 21 836 8315  Fax: + 27 086 565 8914  E-mail: registration@sameaconference.co.za  Postal Address:  PO Box 1092  Greenpoint  8015  Cape Town,  South Africa |
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| SAMEA CAPACITY BUIDING WORKSHOPS  *6-7 October* |

*Please complete all sections. Incomplete applications will not be considered.*

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| 1. **Name and Surname:** | |  | | | | | | | | | |
| 1. **Email Address:** | |  | | | | | | | | | |
| 1. **Fax:** | |  | | | | | | | | | |
| 1. **Telephone:** | |  | | | | | | | | | |
| 1. **Preferred means of communication** | | **Email** | |  | | | **Tel** |  | **Fax** |  | |
| 1. **Province & city** | |  | | | | | | | | | |
|  | | | | | | | | | | | **Office use** |
| 1. **Nationality/ Race Group** |  | | | | | | | | | |  |
| 1. **Gender** |  | | | | | | | | | |  |
| 1. **Do you have a disability?** | Yes | |  | No |  |  | | | | |  |
| 1. **Field of Study, title of thesis and focus areas.** |  | | | | | | | | | |  |
| 1. **Employer and position** |  | | | | | | | | | | |
| 1. **Are you currently a SAMEA Member?** | Yes | |  | No |  |  | | | | |  |
| 1. **Do you do M&E as part of your work?** | Yes | |  | No |  |  | | | | |  |
| 1. **Are you willing to participate in future SAMEA work?** | Yes | |  | No |  |  | | | | |  |
| 1. **Which thematic area would you be most interested in and why?**   **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………** | | | | | | | | | | |  |
| 1. **How will you use what you learnt at the conference?**   **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………** | | | | | | | | | | |  |
| 1. **Are you in need of funding? Please provide a motivation why SAMEA should provide you with financial support.**   **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………**  **……………………………………………………………………………………** | | | | | | | | | | |  |
| 1. **Please indicate what assistance your require by ticking the appropriate box/s –**   **Registration Fees**  **Accommodation at the conference**  **Flights to the conference** | | | | | | | | | | |  |
| 1. **Do you undertake to write a 1 page report on your Workshop experiences within a week of attendance and explain how you will use this knowledge and other experiences to further M&E?**   **YES ……….. NO ………..** | | | | | | | | | | |  |