



# HEALTH SYSTEMS & PROJECTS CONSULTANTS LTD

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## **INVITATION TO CERTIFICATE COURSES IN PROJECT/PROGRAM MANAGEMENT AND MONITORING AND EVALUATION (M&E), DECEMBER 2018**

Dear Ma/Sir,

We hope you are feeling well, and wish you the best compliments of the seasons.

We have the honour to invite you, your associates and organizations to our under-listed certificate courses holding in December 2018 in Abuja and Owerri:

- 1. MONITORING AND EVALUATION (M&E), INCLUDING RESULT-BASED M&E. DATES: Dec. 3-5, 2018 (Abuja) & Dec. 17-19, 2018 (Owerri), starting 9 am daily**
- 2. PROJECT & PROGRAMME MANAGEMENT (PPM), INCLUDING PROJECT CYCLE MANAGEMENT; DATES: Dec. 6-8, 2018 (Abuja) & Dec. 20-22, 2018 (Owerri), starting 9 am daily**

We also offer the following additional services:

- 1. SPECIAL INTEREST/ORGANIZATION-TAILORED TRAININGS ARE ALSO AVAILABLE ON REQUEST TO ORGANIZATIONS, GROUPS AND INDIVIDUALS**
- 2. WE ALSO PROVIDE CONSULTANCY AND MANAGEMENT SERVICES FOR CONFERENCES, SEMINARS, ROUNDTABLES, WORKSHOPS, ANNUAL GENERAL MEETINGS (AGM)**
- 3. EVALUATION OF PROJECTS/PROGRAMMES/POLICIES, PROJECTS/PROGRAMME MANAGEMENT, RESEARCH AND THESIS-SUPPORT SERVICES ARE FREQUENTLY AVAILABLE FROM OUR TEAM**

We look forward to your organization's patronage, partnership and participation.

**VENUES:** Gracious Hotel; 29 Okemesi Crescent, off M. Buhari Way, by Old CBN, Garki, Abuja; **AND** Victella Hotels Ltd, Toronto, MCC Road/Whethral, Owerri, Imo State

### **COURSE REGISTRATION/FEES PER COURSE:**

**N150, 000.00 (Abuja) & N120, 000. 00 (Owerri)**

Fee covers the following:

- i. DVD/CD containing the official course presentations and materials for further readings
- ii. Course certificate
- iii. 2 daily tea breaks and 1 lunch daily

<b>COURSE: MONITORING AND EVALUATION (M&amp;E)</b>	<b>2018 DATES</b>	<b>CITY</b>
<b>Module 1 – Introductions, Definitions and Justifications</b> <b>Module 2 – Need for M&amp;E and the Difference between monitoring and evaluation</b> <b>Module 3 – Result-Based M&amp;E and Monitoring the SDGs</b> <b>Module 4 - Monitoring in all process of the project cycle</b> <b>Module 5 - Developing M&amp;E indicators</b> <b>Module 6 - Developing the logical framework or Logframe</b> <b>Module 7 - Monitoring and Evaluation Frameworks</b> <b>Module 8 - Monitoring and Evaluation Plan: functions, elements, standards and complexities</b> <b>Module 9 - Overview of M&amp;E plan implementation modalities</b> <b>Module 10 - Data Tools, Data Quality, Data Collection, Capture and Data Quality Analyses</b> <b>Module 11 - Quantitative and Qualitative methods</b> <b>Module 12 - Data Analysis, Interpretation and Reporting</b> <b>Module 13 - Reporting methods</b> <b>Module 14 - Communicating M&amp;E findings for action and accountability</b> <b>Module 15 – Financial Monitoring</b> <b>Module 16 – Micro-presentations</b>	Dec. 3-5, 2018 &	<b>Abuja, FCT</b>
	Dec. 17-19, 2018	<b>Owerri, Imo State</b>
<b>COURSE: PROJECT AND PROGRAMME MANAGEMENT (PPM)</b>	<b>2018 DATE</b>	<b>CITY</b>
<b>Module 1 – Introductions, Definitions and Justifications</b> <b>Module 2 - Project and Programme Management (PM) successes, failures, concepts and tools</b> <b>Module 3 - Work Breakdown Structures (WBS), Project Charter, Schedule and Budgets</b> <b>Module 4 - Project Cycle Management &amp; PM Portfolio</b> <b>Module 5 – Management and Leadership</b> <b>Module 6 - Change Management</b> <b>Module 7 – Micro-presentations</b>	Dec. 6-8, 2018	<b>Abuja, FCT</b>
	Dec. 20-22, 2018	<b>Owerri, Imo State</b>

Participants are responsible for their accommodation arrangements, but HSPC will assist with accommodation arrangements if requested by registered participants

**PAYMENTS SHOULD BE MADE INTO:**

**a. payments in NAIRA**

**Zenith Bank (Naira)**

**Account Name: Health Systems & Project Consultants Ltd**

**A/C NO: 1013070541**

**Click on the link below for the Modules/Course Contents:**

<http://hspcempowerments.blogspot.com.ng/2015/08/modules-of-certificate-courses-dates.html>

**Products and services from HSPC:**

<http://hspcempowerments.blogspot.com.ng/2015/09/hspcs-services-and-products-for.html>

**DEADLINE FOR REGISTRATION/PAYMENT AND REFUND REQUESTS:** 1 week before the commencement of each course; except with prior discussions with the organizers.

Also attached is the Course registration form. Complete and email back the registration form to [hspconsults2012@gmail.com](mailto:hspconsults2012@gmail.com) within the deadlines.

**ABOUT HEALTH SYSTEMS AND PROJECTS CONSULTANTS (HSPC)**

The Health Systems and Projects Consultants (HSPC) Limited is a Nigerian management-holding consultancy firm established to provide and promote systems management, capacity building/training and evidence-generation/research and outreach services for the Health (including PHC, HIV/AIDS, TB, Malaria), Nutrition and Food Security, Energy and Environment, and Good Governance and Human Rights. It is a partner to India's foremost Metro Hospitals Group/MHI Healthcare and Afrihealth Optonet Association, among others. Incorporated in December 2011, HSPC Ltd strives to be a key private-sector player in providing technical services, leadership and support in conferences/workshops/seminars, evaluation, reviews, assessments and oversights, monitoring and evaluations (M&E), environmental impact assessments and performance audits. It provides and promotes organisational and individual capacity building/development and wellbeing through health tourism, trainings, mentoring, technical assistance, capacity-building tours and curricular development. HSPC also develops strategic projects and programs management approaches including strategic plans, operational/work plans, M&E plans, activity plans, business plans, and project planning and programs management. HSPC is a major commercial partner of Afrihealth in the areas of Capacity Development and Evidence-generation. In 2011-2012, Afrihealth and HSPC undertook a research on civil society capacity needs assessment, during which civil society organisations (CSOs) in Nigeria's 6 geopolitical zones expressed their areas of capacity needs. In 2012-13, it was the consultancy firm involved in

organizing the 2<sup>nd</sup> High Level Meeting (HLM) of the GlobalPOWER Women Network Africa (GPWNA) and 1<sup>st</sup> Biomedical HIV Prevention Forum conference (2013). It is the planning and organizing consultant for the Health, Human and Food Security Summits (HEFOSS), and 2015 Nigeria National Cervical Cancer Screening Scale-up Projects – Implementing Partners Meeting.

Till date, HSPC has provided training and capacity building services for staff from the following organizations, to mention a few:

- 1. EuropeAid/European Union/Support to Federal Governance Reform Programme (SUFEGOR) for Federal Government of Nigeria**
- 2. Abt Associates/USAID; Sokoto and Kebbi State Contributory Health Management Agencies for the roll-out of the State Contributory Health Management Schemes**
- 3. Federation of International Women Lawyers (FIDA) Nigeria**
- 4. United Nations Development Programme (M&E)**
- 5. NACA (M&E, Project and Programme Management or PPM)**
- 6. NPHCDA (M&E, Advanced M&E)**
- 7. Ogun State MOH (PPM)**
- 8. HIFASS (PPM, M&E)**
- 9. Hope for the Village Child Foundation, Kaduna (PPM)**
- 10. Social Welfare Network Foundation (PPM)**
- 11. Antef Rural Resource Development Center, Abuja (PPM)**
- 12. Total Health Trust Ltd (PPM)**
- 13. FHI360/C-Change Project (PPM)**
- 14. Military Hospital Sokoto (PPM)**
- 15. SACA Sokoto (PPM)**
- 16. Yoeb Consultants Ltd (M&E)**
- 17. SURE-P/NACA (PPM)**

HSPC has also served as organizing consultant for the following organizations, conferences and meetings:

1. Federal Government of Nigeria, African Union, UNAIDS and GlobalPOWER Women Network Africa or GPWNA (2<sup>nd</sup> High Level Meeting, Abuja, Nigeria, 2013)
2. New HIV Vaccine and Microbicide Advocacy Society (1<sup>st</sup> Biomedical HIV Prevention Forum, Abuja, 2013)
3. Afrihealth Optonet Association, FMOH and National Assembly (Health, Human and Food Security Summits - HEFOSS, 2012-14)
4. Federal Ministry of Health and WHO (Nigeria National Cervical Cancer Screening Scale-up Programme – Implementing Partners Meeting 2015)

HSPC Ltd designs curriculum for various courses on request, and is currently organizing trainings for various competences in the health and development sectors; including (in alphabetical order):

☑ **Advanced Monitoring and Evaluation (AdvM&E)**

- 🔗 **Advanced Programme and Project Management (AdvPPM)**
- 🔗 **Advocacy, Communication and Social Mobilization (ACSM)**
- 🔗 **Community Systems Strengthening (CSS)**
- 🔗 **Fundraising and Resource Mobilization (FRM)**
- 🔗 **Gender and Gender Mainstreaming (Gndr)**
- 🔗 **Health Systems Strengthening (HSS)**
- 🔗 **Leadership Development, Career Advancement and Organizational Management (LCOM)**
- 🔗 **Logistics and Supply Chain Management (LSCM)**
- 🔗 **Monitoring and Evaluation (M&E)**
- 🔗 **Project and Programme Management (PPM)**
- 🔗 **Proposal Writing and Development (PWD)**

*FACULTY MEMBERS:*

Dr. Uzodinma Adirieje  
 Prof. Obinna Onwujekwe  
 Dr. Aisha Ahmad  
 Hon. Dr. Wale Okediran  
 Dr. Emmanuel Nwobi  
 Adamu Imam  
 Dr. Ijeoma Okoronkwo  
 Dr. Ogoamaka Chukwuogo  
 Olayimika K. Adebola  
 Anne Okigbo  
 Dan Iya  
 Mobolaji Olokodana  
 Dr. Jane Chukwukere

**Sgd:**

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**HSPC - capacity building\*research/evidence\*projects mgmt\*health tourism**