Cost-Benefit Analysis for M&E Training Course

Professional Development Training Course Outline

Category	Monitoring and Evaluation	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Cost-Benefit Analysis (CBA) is a critical tool in Monitoring and Evaluation (M&E) that enables organizations to quantify the economic, social, and environmental impacts of programs, policies, and projects. Cost-Benefit Analysis for M&E Training Course equips participants with practical knowledge and analytical skills to conduct rigorous CBAs, integrating data-driven decision-making, financial modeling, and performance measurement. Participants will gain expertise in identifying costs, valuing benefits, and applying evaluation frameworks to ensure transparency, accountability, and strategic resource allocation in M&E processes.

Through hands-on exercises, case studies, and real-world applications, this course emphasizes actionable insights, efficiency optimization, and evidence-based policy guidance. Trainees will learn to leverage modern analytical tools and methodologies, understand opportunity costs, and enhance the overall effectiveness and sustainability of interventions. This program is tailored for M&E professionals, project managers, policymakers, and analysts seeking to strengthen impact evaluation, financial justification, and programmatic decision-making.

Programme Curriculum

Cost-Benefit Analysis for M&E Training Course

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Course Duration

5 days

Course Objectives

By the end of this course, participants will be able to:

1. Understand the principles and frameworks of Cost-Benefit Analysis in M&E.
2. Identify, categorize, and quantify direct, indirect, and intangible costs and benefits.
3. Apply economic evaluation techniques to assess program efficiency and sustainability.
4. Conduct financial and social impact assessments using CBA tools.
5. Use discounting, net present value (NPV), and internal rate of return (IRR) calculations.
6. Integrate sensitivity analysis and risk assessment in cost-benefit evaluations.
7. Develop data collection and management strategies for accurate CBA.
8. Communicate findings effectively to stakeholders and decision-makers.
9. Evaluate opportunity costs and trade-offs for alternative interventions.
10. Apply CBA to social, health, and development projects.
11. Align CBA with policy objectives and organizational strategy.
12. Interpret and present results through clear reports and visual dashboards.
13. Strengthen ethical decision-making and transparency in financial evaluation.

Target Audience

1. M&E Officers and Coordinators
2. Program and Project Managers
3. Policy Analysts and Advisors
4. Financial Analysts and Economists
5. Development Practitioners
6. Government and NGO Staff
7. Consultants and Evaluation Experts
8. Academics and Researchers in Public Policy

Course Modules

Module 1: Introduction to Cost-Benefit Analysis in M&E

- Definition, purpose, and scope of CBA in M&E
- Key principles and frameworks
- Cost vs. benefit categorization
- Introduction to opportunity cost
- Case study: CBA of a community health program

Module 2: Identifying and Measuring Costs

- Direct and indirect costs

- Fixed vs. variable costs
- Accounting for hidden and intangible costs
- Cost data collection techniques
- Case study: Cost analysis of an education intervention

Module 3: Identifying and Valuing Benefits

- Tangible vs. intangible benefits
- Quantifying social, economic, and environmental impacts
- Assigning monetary value to non-financial benefits
- Using proxies for valuation
- Case study: Benefits analysis of a water sanitation project

Module 4: Financial Evaluation Tools

- Net Present Value (NPV)
- Internal Rate of Return (IRR)
- Benefit-Cost Ratio (BCR)
- Payback period analysis
- Case study: Financial evaluation of a microfinance initiative

Module 5: Risk and Sensitivity Analysis

- Understanding uncertainty in CBA
- Sensitivity analysis techniques
- Scenario modeling
- Mitigating risk in evaluation
- Case study: Risk assessment in agricultural programs

Module 6: Data Collection and Management for CBA

- Primary vs. secondary data sources
- Designing surveys and questionnaires
- Data cleaning and validation
- Using software tools for data analysis
- Case study: Data management for a national health program

Module 7: Communication and Reporting of CBA Results

- Preparing clear and concise reports
- Visualization techniques (graphs, charts, dashboards)
- Translating findings for policymakers
- Ethical considerations in reporting
- Case study: Reporting CBA for donor-funded projects

Module 8: Application of CBA in Policy and Decision-Making

- Aligning CBA with organizational strategy
- Evaluating alternative interventions
- Integrating CBA into program planning and budgeting
- Stakeholder engagement and advocacy
- Case study: Policy decision-making using CBA in renewable energy programs

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

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