**NSCA 2.0 Stakeholder Training: Day 1 Agenda**

**INSERT DATE OF TRAINING**

**Location: INSERT LOCATION OF TRAINING**

**Audience:** Broad overview intended for all stakeholders

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|  | **Time** | **Presenter** | **Topic** | **Learning Objectives** |
|  | 9:30 – 10:00am | **Registration and Coffee** | | |
| KICKOFF | 10:00am-10:30am | INSERT NAMES OF SESSION SPEAKERS | Overview of Day,  Introductions,  Logistics | **Learning Objectives for Day 1**  To provide a high-level awareness of the usage, history and application of the new NSCA 2.0 tool  Participants will learn:   * History of NSCA * Content of the tool * Implementation timetable and resource needs * Outcomes, reports * How to apply results |
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| OVERVIEW OF NSCA 2.0 | 10:30am-11:10am | INSERT NAMES OF SESSION SPEAKERS | NSCA Overview | * To gain an awareness of the high-level objectives of the NSCA, it’s history and the benefits from use of the tool |
| 11:10am-11:30pm | INSERT NAMES OF SESSION SPEAKERS | Stakeholder Engagement | * To appreciate the importance and role of a wide range of stakeholders to achieving a successful assessment * NSCA board moving forward |
| CORE COMPONENTS OF NSCA 2.0 | 11:30pm-12:00pm | INSERT NAMES OF SESSION SPEAKERS | Supply Chain Mapping & Sampling | * To understand why we map the supply chain and how this guides the NSCA process * A brief introduction to sampling |
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| **12:00pm-1:00pm Lunch** | | | | |
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| OVERVIEW OF NSCA 2.0 | 1:00pm-1:30pm | INSERT NAMES OF SESSION SPEAKERS | Functions and Structure | * To understand the structure of the tool * An introduction to the levels of capability * To gain an awareness of the results and analyses programmed into the tool |
| CORE COMPONENTS OF NSCA 2.0 | 1:30pm-2:15pm | INSERT NAMES OF SESSION SPEAKERS | CMM Overview | * To understand concept of Capability Maturity * To understand the functions being assessed |
| 2:15pm-2:45pm | INSERT NAMES OF SESSION SPEAKERS | KPIs | * To understand the performance measured and at what level * To appreciate the role of Core and Optional KPIs * To understand the role of continuous monitoring of KPIs |
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| **2:45pm-3:15pm Coffee** | | | | |
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| DATA AGGREGATION AND ANALYSIS | 3:15pm-4:15pm | INSERT NAMES OF SESSION SPEAKERS | Results and Analysis | * To gain an understanding of the core analyses available as part of the NSCA * To understand how governments and donors can use NSCA results to inform strategy and investment decisions |
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| WRAP UP | 4:15pm-4:30pm | INSERT NAMES OF SESSION SPEAKERS | Wrap Up | * Consolidate the day’s learning and look forward to tomorrow |

**NSCA 2.0 Stakeholder Training: Day 2 Agenda**

**INSERT DATE OF TRAINING**

**Location: INSERT LOCATION OF TRAINING**

**Audience:** Core/Mandatory session for potential implementers

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|  | **Time** | **Presenter** | **Topic** | **Learning Objectives** |
| KICKOFF | 8:30am-9:00am | INSERT NAMES OF SESSION SPEAKERS | Overview of Day and Process | **Learning Objectives for Day 2**   * Understand the key elements in planning, logistics, sampling and data collection operations * Discuss the ongoing role of stakeholder in supporting an assessment * Agree the elements that make for a successful assessment |
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| PLANNING | 9:00am-9:30am | INSERT NAMES OF SESSION SPEAKERS | Kickoff Exercise | * In group, participants will outline major components to plan, resource, and budget for a successful NSCA implementation |
| 9:30am-9:50am | INSERT NAMES OF SESSION SPEAKERS | Work Planning and Project Management | * To understand the high-level timeline and milestones. |
| 9:50am-10:10am | INSERT NAMES OF SESSION SPEAKERS | Stakeholder Engagement | * To establish the role of other stakeholders in supporting the objectives and delivery of the NSCA, and agree the mechanism for maintaining stakeholder engagement |
| 10:10am-10:30am | INSERT NAMES OF SESSION SPEAKERS | Scoping and Customizing | * Understand scoping variables and how & when decisions on scope impact implementations. |
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|  | 10:30am-11:00am |  | Coffee break |  |
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| PREPARATIONS | 11:00am-11:30am | INSERT NAMES OF SESSION SPEAKERS | Site Selection/ Communication | * To understand sampling methodologies to agreement site selection to inform data collection arrangements |
| 11:30am-12:00pm | INSERT NAMES OF SESSION SPEAKERS | Data Collection Timeline | * Have a more detailed picture of the data collection phase & importance of advance planning |
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|  | 12:00pm-1:00pm |  | Lunch |  |
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| STAKEHOLDER WORKSHOP | 1:00pm-1:30pm | INSERT NAMES OF SESSION SPEAKERS | Stakeholder Workshop Exercise | * Mock workshop as role player exercise, tables will act as stakeholder groups |
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| DATA COLLECTION | 1:30pm-2:15pm | INSERT NAMES OF SESSION SPEAKERS | Building the Team and Training Data Collectors | * Be able to recruit and prepare appropriate data collectors in a timely way * Highlight important requirements for training to improve data collection |
| 2:15pm-2:45pm | INSERT NAMES OF SESSION SPEAKERS | Intro to SurveyCTO | * Experience the SurveyCTO tool, understand what needs to be managed |
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|  | 2:45-3:30 |  | Coffee break & Exercise | Data Collection Practical Exercise- gain familiarity with SurveyCTO tool |
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| DATA COLLECTION OPERATIONS | 3:30pm-3:45pm | INSERT NAMES OF SESSION SPEAKERS | Data Collection Overview | * Have a summary view of how all the data collection work operates together during the collection period |
| 3:45pm-4:00pm | INSERT NAMES OF SESSION SPEAKERS | Data Collection Operations | * To describe the main activities that are unique to an NSCA to manage a successful assessment |
| 4:00pm-4:30pm | INSERT NAMES OF SESSION SPEAKERS | Managing Operations | * Call out actions and tools to keep data collection running smoothly * Make sure nothing is forgotten or unknowingly left incomplete; maintain stakeholder ownership |
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| ANALYSIS, REPORTING, AND DISSEMINATION | 4:30pm-4:40pm | INSERT NAMES OF SESSION SPEAKERS | Analysis, Outputs, Templates and Report Overview | * Preview of results from data collection and how to interpret ready for Day 3 |
| 4:40pm-4:50pm | INSERT NAMES OF SESSION SPEAKERS | Resources and Templates | * Understand Resources available |
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| WRAP UP | 4:50pm-5:00pm | INSERT NAMES OF SESSION SPEAKERS |  | * Consolidate learnings from the day |

**NSCA 2.0 Stakeholder Training: Day 3 Agenda**

**INSERT DATE OF TRAINING**

**Location: INSERT LOCATION OF TRAINING**

**Audience:** Core/Mandatory session for potential implementers

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|  | **Time** | **Presenter** | **Topic** | **Learning Objectives** |
| KICKOFF | 8:30am-9:00am | INSERT NAMES OF SESSION SPEAKERS | Overview of Day | **Learning Objectives for Day 3**   * Understand the CMM tool, content and structure in detail * Understand the NSCA’s KPIs, and how they are defined and measured * Gain a thorough understanding of the NSCA 2.0 tool, and how these can be used in strategy and investment decisions |
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| CMM MODULE | 9:00am-9:20am | INSERT NAMES OF SESSION SPEAKERS | CMM Overview | * Understand how maturity is defined and presented in the tool, and how maturity differs from performance |
| 9:20am-9:40am | INSERT NAMES OF SESSION SPEAKERS | Functions and Structure | * To gain a sense of what defines level of maturity for each function |
| 9:40am-10:20am | INSERT NAMES OF SESSION SPEAKERS | Scoring and Analysis | * To understand how maturity scores are calculated, where to look for more granular data or insights * To gain an understanding of the core analyses available as part of the NSCA |
| 10:20am-10:50am | INSERT NAMES OF SESSION SPEAKERS | Exercise | * Analyze CMM data for a specific function or level, generate draft findings, using one operational and one strategic function as examples |
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|  | 10:50am-11:20am |  | Coffee break |  |
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| KPIS | 11:20am-11:35am | INSERT NAMES OF SESSION SPEAKERS | KPI Overview | * Short recap session from Day 1 on what the KPIs are, which ones are core, and why each is important |
| 11:35am-12:05pm | INSERT NAMES OF SESSION SPEAKERS | KPI Calculations | * To understand what data is collected and how it feeds into KPIs calculations and analysis |
| 12:05pm-12:25pm | INSERT NAMES OF SESSION SPEAKERS | KPI Analysis | * To gain an understanding of the core analyses available as part of the NSCA |
| 12:25pm-12:55pm | INSERT NAMES OF SESSION SPEAKERS | Exercise | * Similar activity to the CMM exercise with example/typical KPI data |
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|  | 12:55pm-1:40pm |  | Lunch |  |
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| AND ANALYSIS | 1:40pm-2:00pm | INSERT NAMES OF SESSION SPEAKERS | Analyses | * To understand how CMM and KPI should be viewed together to generate hypotheses |
| 2:00pm-2:30pm | INSERT NAMES OF SESSION SPEAKERS | Exercise | * Provide specific questions to each team: What are gaps? Why could this be happening? How would you invest to bring performance to the next level? |
| 2:30pm-3:00pm | INSERT NAMES OF SESSION SPEAKERS | Debrief | * Debrief on CMM and KPI exercises and how the insights from the analyses may be used to generate hypothesis that can drive action plans and investments |
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|  | 3:00-3:30 |  | Coffee break |  |
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| REPORTING AND DISSEMINATION | 3:30pm-3:45pm | INSERT NAMES OF SESSION SPEAKERS | Reporting and Dissemination | * Understand and plan for Reporting Expectations |
| 3:45pm-4:15pm | INSERT NAMES OF SESSION SPEAKERS | Reporting Detail | * To understand what core analyses, and reporting functionalities are built into the tool, how to build the final report, and where to go for additional data |
| 4:15pm-4:45pm | INSERT NAMES OF SESSION SPEAKERS | Use of NSCA Results | * How governments and donors can use the information from an NSCA to inform strategy and investment decisions |
|  | | | | |
| WRAP UP | 4:45pm-5:00pm | INSERT NAMES OF SESSION SPEAKERS | Wrap Up | * Consolidate the day’s learning   Overall workshop feedback |

**NSCA 2.0 Stakeholder Training: Day 4 Agenda**

**INSERT DATE OF TRAINING**

**Location: INSERT LOCATION OF TRAINING**

**Audience:** Optional session for additional information

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|  | **Time** | **Presenter** | **Topic** | **Learning Objectives** |
| CMM DEEPER DIVE | 8:30am-9:30am | INSERT NAMES OF SESSION SPEAKERS | CMM | * To gain a deeper understanding of the structure of the CMM module, and the underlying logic * Description of the CMM scoring and how this translates into the 4 maturity levels * How to interpret the CMM results to develop hypotheses for action and investment * CMM Analysis plan topics |
| 9:30am-9:45am | INSERT NAMES OF SESSION SPEAKERS | CMM Q&A | * To address outstanding questions. |
|  | | | | |
|  | 9:45am-10:00am |  | Coffee break |  |
|  | | | | |
| SAMPLING | 10:00am-11:00am | INSERT NAMES OF SESSION SPEAKERS | Sampling and Site Selection | * To gain a deeper understand sampling methodologies * Strengths and weakness of different methodologies in different situations * Striking the balance between too few sites to be representative, and excessive cost and time from visiting too many sites * Ensuring a fair balance between different sites, levels and functions in the sample |
| 11:00am-11:15am | INSERT NAMES OF SESSION SPEAKERS | Sampling Q&A | * To address outstanding questions |
|  | | | | |
|  | 11:15am-11:30am |  | Coffee break |  |
|  | | | | |
| OPEN Q & A | 11:30am-12:30pm | INSERT NAMES OF SESSION SPEAKERS | Final Session | * Open discussion and final Q & A session |
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|  | 12:30pm-12:45pm | INSERT NAMES OF SESSION SPEAKERS | Closing Session | * Final wrap up and thank you |
|  | | | | |
|  | 12:45pm-2:00pm |  | Networking Lunch |  |
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