



Data at your fingertips – embracing technology for monitoring, evaluation and performance frameworks

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Department of Primary Industries Victoria



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Outline of today's presentation

- What is the EPMF database, it's purpose & need?
- Essential components
- What the data is used for
- Future opportunities for the database
- Client feedback
- Walk through of the EPMF database
- Audience questions

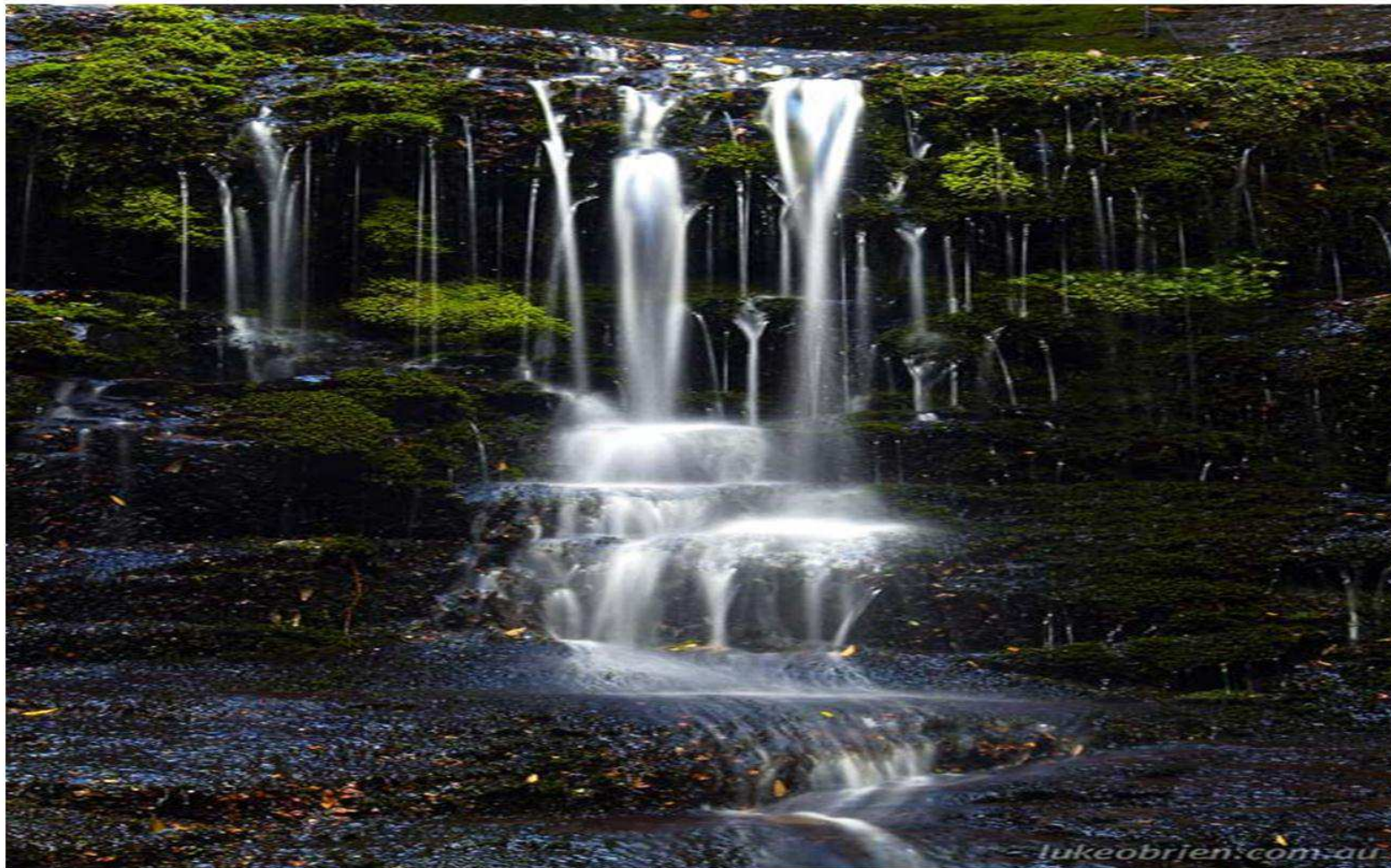
What is the EPMF database

An on-line database of the Evaluation and Performance Monitoring Framework (EPMF) which integrates all Farm Services Victoria's (FSV) divisional evaluation and reporting information at multiple levels for multiple purposes.



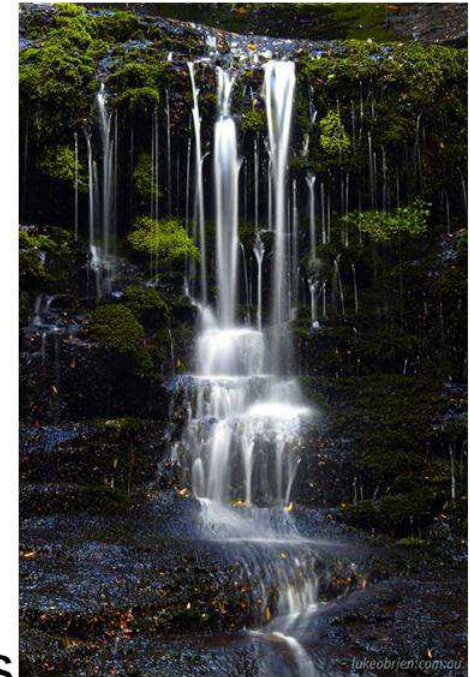
To enable the Division to tell a cohesive story and demonstrate accountability for its investments, achievement of outcomes and use the findings to make improvements to strategy, service design and delivery. Streamlining reporting and reducing multiple requests for data.

Why do DPI need the database?



Why do DPI need the database?


- Increased obligations to report on **outcomes** as well as **outputs**
- Emerging need to report at departmental levels
- Multiple reporting and evaluation requirements that can be better integrated
- Improves responses to ad-hoc requests
- Time saver



The essential EPMF components

Home Admin Logout

* Please use the key combination **Ctrl** + **F** for searching text on long pages.

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Project Reporting Corporate Reporting Evaluation Summaries Output Reports

EPMF - Hub



Project Reporting



Corporate Reporting



Evaluation Summaries



Output Reports

For technical assistance please try the **Help Dialog**.
To provide feedback on EPMF please e-mail evaluation.unit@dpi.vic.gov.au.

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What is the data used for?

Divisional 6&12 monthly reports contribute to:

- External reporting requirements
- Partner departments reporting
- Internal reporting requirements



It took 5 minutes to pull out information on completed and planned evaluations – data not even known in the past!

Quality data in = quality data out

Future opportunities


- Incorporating other DPI systems with EPMF
- Interest from other divisions within DPI, as a whole-of-Dept reporting tool; and beyond DPI (police, plumbing industry commission)
- Planned changes & improvements to EPMF Version 2
- EPMF system will need constant updating as Departmental & Divisional information requirements change
- Coding has been 'neatened up' to assist with future change requirements (over 130,000 lines of code!)



EPMF database - homepage

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Project Reporting Corporate Reporting Evaluation Summaries Output Reports

EPMF - Hub



Project Reporting



Corporate Reporting



Evaluation Summaries



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All Projects


Add New Project

Project	Start Date	End Date	Project Leader	Program Manager	KPM	Branch Director	Branch
Addressing Industry Competitiveness	01-07-2010	30-06-2015	Catherine Mansfield	Lisa Nguyen	Greg Turner	Sze Flett	Horticulture
BESTWOOL/BESTLAMB	01-07-2008	30-06-2013	Lyndon Kubeil	Timothy Hollier	Deborah Courtney	Warren Straw	Meat & Wool
BetterBeef Network	01-07-2010	30-06-2012	Dougal Purcell	Timothy Hollier	Deborah Courtney	Warren Straw	Meat & Wool
Case Management of New Irrigation Development	01-01-2000	00-00-0000	Scott McLean	Sue McConnell	Greg Turner	Sze Flett	Horticulture
Climate Change Adaptn in Sthn Aust Livestock Industries	01-07-2009	30-06-2012	Martin Dunstan	Peter Bailey	Deborah Courtney	Warren Straw	Meat & Wool
CNRS -Young Agribusiness Professionals YAPS	01-07-2010	31-07-2012	Sherin Halliday	Tracey Harper	Helen Anderson	Mark Johnson	CNRS
CNRS Ag Futures	01-07-2008	30-06-2012	Sherin Halliday	Tracey Harper	Helen Anderson	Mark Johnson	CNRS
CNRS DPI Rural Education	01-07-2011	30-06-2012	Sherin Halliday	Tracey Harper	Helen Anderson	Mark Johnson	CNRS

Project reporting

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[Project Reporting](#) | [Corporate Reporting](#) | [Evaluation Summaries](#) | [Output Reports](#)

1. Project Management Edit

- Project name: **Strategic Evaluation**
- Project leader: **Kirsty Fenton**
- Main branch: **Strategy & Investment**
- Secondary branches:
- Key project: **203 - Engaged Communities**
- Aligned service: **Enabling Service**
- MIS numbers: **08513; 08651; 08245**
- CMI numbers: **104192**
- Project Start Date: **30/06/2008**
- Project End Date: **29/06/2012**
- Report Period: **12 months (Jul-Jun) 2011/12**
- Report's Project Phase: **delivery**

1. Project Management

2. Activities/Outputs, Participation and Reactions

3. Intended Practice Change and KASA Change

4. Actual Practice Change

5. Project Outcomes

6. Other Significant Achievements

7. Learnings and Recommendations

Appendix 1 - Service Providers collaborating with your project

[Submit for Approval](#)

[Audit History](#)

1.1 Budget

Fund Source	Full Year Budget (\$)	12 Month Expenditure (\$)	12 Month Variance (\$)	12 Month Variance (%)	Explanation and action taken if variance > 10%

2. Activities/Outputs, Participation and Reactions

Edit

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2.1a Research, Evaluation and Strategic Analysis

What research, evaluation and strategic analysis inputs were used to design or redesign this project to ensure it was targeted to next and end users needs?

SET service offer was reviewed in February given capability restraints with Bern Swanson on LSL, Julie McGeary seconded to PSG, Riad Naji ceasing with the SET in late November 2011, and Catriona King leaving the SET Manager position. Kirsty is backfilling the SET Manager position, leaving the Evaluation Specialist role vacant, while Nicole Kennon is seconded to the Evaluation Officer position. Sue Titcomb continues to employ the role of BSTF Evaluation Manager at 0.4FTE.

The refocus on strategic evaluation activities, as opposed to operational evaluation positions has meant withdrawal of some SET activities, particularly in the Evaluation Capability Building role. The focus on strategic is through discussions with the Executive Director, FSV, and the Manager, Strategy & Investment. Input and feedback from Branch Evaluation Officers has helped shape and clarify sections of the EPMF, and identify areas of confusion, such as 'client count' definitions, which was addressed through a clear document of how 'client counts' should be recorded, with working examples. The Strategy & Investment Values Survey is likely to assist future discussions about the role and focus on strategic evaluation in FSV.

Peter Chudleigh from AgTrans Research engaged to conduct 'Quantifying Social Benefits' project. Being led by PSG (Julie Simons & Julie McGeary) with personal and financial input from OSTC, FSV and PSG, and involvement from numerous DPI Divisions.

2.1b Activities/Outputs

Activity/Output Type delivered by Project in this reporting period	Number delivered		Numbers attending/accessing each activity/output		Participants' rating (out of 10) relevance of this activity		% of participants who would recommend this to others	
	By FSV	Co-delivered	Farmers (inc	Service	Farmers	Service	Farmers	Service

3. Intended Practice Change and KASA Change Edit

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3.1 End and Next User assessment of what end users intend to do differently as a result of this project

	Narrative (include quotes, examples, mini case studies)
End Users feedback	<div style="background-color: #f0f0f0; height: 40px; width: 100%;"></div>
Service Provider's perception of their clients' intentions as a result of this project's services	<div style="background-color: #f0f0f0; height: 40px; width: 100%;"></div>

3.2 End and Next User assessment of how the project will assist end users to make decisions in their farm business

	Rating ¹	Narrative (include quotes, examples, mini case studies)
End Users feedback	-	<div style="background-color: #f0f0f0; height: 40px; width: 100%;"></div>
Service Provider's perception of their clients' intentions as a result of this project's services	-	<div style="background-color: #f0f0f0; height: 40px; width: 100%;"></div>

3.3 End and Next User assessment of how the project will help the end user to identify opportunities for their farm business

4. Actual Practice Change

Edit

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4.1 End and Next User assessment of what end users have done differently as a result of this project?

	Narrative (include quotes, examples, mini case studies, name of practice/technology)
End Users feedback	
Service Providers' perception of their clients' changes as a result of this project's services	

4.2. Percentage of adoption of improved practices and technologies

	Percentage Adopted	Narrative (include quotes, examples, mini case studies)
End Users feedback		
Service Providers' perception of their clients' changes as a result of this project's services		

4.3. End and Next User assessment of how the project assisted end users to make decisions in their farm business?

5. Project Outcomes

Edit

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5.1a Project Outcomes

Intended Outcomes for the Project	Evidence of progression towards or achievement of these project outcomes
FSV has an Evaluation strategy & associated frameworks	Strategy endorsed by FSV Directorate in Feb 2012. Components of the strategy include evaluation principles and standards; 4 year forward evaluation schedule and criteria to prioritise and select evaluations, including service plan evaluations, Current State First Evaluations and Retrospective Trust
Increased use of evaluation findings	The FSV Evaluation Guide was disseminated in Sept 2011. It has been developed in order to improve the utilisation of evaluation findings and to consistency and quality of evaluation planning across FSV. The Guide includes

5.1b Ag&Fish Strategy Outcomes

AG&Fish Strategy Outcomes	Indicators	Evidence of contribution to Ag&Fish Outcomes - against the Indicators
Increasing productivity and net value		Strategic Evaluation project outcomes as described above ensure that FSV is using relevant, credible and value for money evaluation information to inform decision making and service

6. Other Significant Achievements

Edit

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6.1 Project's significant achievements during the reporting period (not otherwise covered in this report)

7. Learnings and Recommendations

[Edit](#)

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7.1 Project Team's Learnings and Recommendations for improvement to:


A. Strategy (e.g. BSTF, FSV, Co-investors strategies etc)	<input type="text"/>
B. Project Design (including Project Logic)	<input type="text"/>
C. Project Delivery	<input type="text"/>

Corporate reporting

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EPMF - Corporate Reporting

Strategy & Investment

Key Deliverables	Author	Created	Progress	Due Date	Branch Director	FSV ED	Status	Actioned	Edit
FSV Strategic Review completed	Sally Murray	06-02-2012	Achieved	30-11-2011	Tim Ada [TA03 10]	Ron Harris [RH19 1265]	Awaiting Approval	Ron Harris [RH19 1265]	Edit
FSV (PC PAG) documentation submitted to 2011 Evaluation Conference and 2012 Investment Conference	Sally Murray	06-02-2012	Achieved	31-05-2012	Tim Ada [TA03 10]	Ron Harris [RH19 1265]	Awaiting Approval	Ron Harris [RH19 1265]	Edit
Coordinate FSV contribution to Agriculture and Food Industry Plan and 12/13 BERC submission	Sally Murray	06-02-2012	Achieved	29-02-2012	Tim Ada [TA03 10]	Ron Harris [RH19 1265]	Awaiting Approval	Ron Harris [RH19 1265]	Edit
FSV Evaluation Strategy developed and released	Sally Murray	06-02-2012	Achieved	30-09-2011	Tim Ada [TA03 10]	Ron Harris [RH19 1265]	Awaiting Approval	Ron Harris [RH19 1265]	Edit
Online Evaluation and Performance Monitoring Framework reporting database developed and deployed	Traci Griffin	06-02-2012	Achieved	31-12-2011	Tim Ada [TA03 10]	Ron Harris [RH19 1265]	Awaiting Approval	Ron Harris [RH19 1265]	Edit

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Key Deliverables

Save Cancel Add Report

FSV Strategic Review completed

Branch Strategy & Investment

Key Deliverable FSV Strategic Review completed

Due date 30-11-2011

PROGRESS

Progress Achieved

Comments if achieved

APPROVERS

Branch Director Tim Ada [TA03|10]

Approved Request Action

FSV ED Ron Harris [RH19|1265]

Approved Request Action

History

- Action by Traci Griffin, Monday 5th of March 2012 12:57:21 PM
No comment submitted for user action Save
- Action by Traci Griffin, Friday 2nd of March 2012 12:01:35 PM

Report Created By: Sally Murray [2012-02-06 08:57:02]

Evaluation summaries

Home Admin Logout

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Project Reporting Corporate Reporting Evaluation Summaries Output Reports

Evaluation Summary Sheet Edit

Evaluation Team Information

Project Team Contact	<input type="text"/>
Evaluation Team Contact	<input type="text"/>
Evaluation Title	<input type="text"/>
Purpose of the Evaluation	<input type="text"/>
Collaborators (e.g. other PAG, Dept)	<input type="text"/>
Completion Date	<input type="text"/>
Contractor name i	<input type="text"/>
Publishing of report	<input type="text"/>
Restrictions on dissemination	<input type="text"/>

Output reports

The screenshot shows the top navigation bar of the EPMF web application. On the left, there are links for 'Home', 'Admin', and 'Logout'. On the right, the logos for 'EPMF', 'Victoria', and 'DEPARTMENT OF PRIMARY INDUSTRIES' are displayed. Below the navigation bar, a horizontal menu contains five items: 'Project Reporting', 'Corporate Reporting', 'Evaluation Summaries', 'Output Reports', and 'Save'. The 'Output Reports' item is currently selected and highlighted. Below this menu, a secondary row of buttons includes 'Select Report' (highlighted with a red box), 'Select Projects', 'Output Builder', 'Preview Builder', and 'Save'.

Select Report

The screenshot shows the 'Select Report' page. At the top, there are four main categories: 'Multi-Project Reports', 'Single Project Reports', 'Corporate Reports', and 'Evaluation Reports'. Below these, there are three sub-categories: 'Core Reports', 'Public Reports', and 'Personal Reports'. The 'Core Reports' sub-category is selected and highlighted with a red box. Underneath, the page is titled 'Core Reports' and displays a list of report options: 'BERC Report' (highlighted with a red box), 'Multi Project 6 or 12 Month Report ...', and 'Submission Summary Report'. Each report option has a right-pointing arrow and a pin icon.

BERC Report

Next

Date Created

After: [] Before: []

Active On

[]

Relevant Branch

CNRS Dairy Grains Horticulture

Project Name Contains

[]

Other filters

- Include Inactive Projects
- Include Unapproved Projects

Select Projects

Select all

Clear selection

Sort by: Alphabetical order

Addressing Industry Competitiveness	BESTWOOL/BESTLAMB	BetterBeef Network	Case Management of New Irrigation D...
Climate Change Adaptn in Sthn Aust ...	CNRS -Young Agribusiness Profession...	CNRS Ag Futures	CNRS DPI Rural Education
CNRS First Farm Grant (FFG)	CNRS Flood Apprenticeship Retention...	CNRS Natural Disasters and Emergenc...	CNRS Natural Disasters and Emergenc...
CNRS Rural Financial Counselling Se...	CNRS Rural Recovery Network Coordin...	CNRS Sustainable Farm Families	Corangamite Soil Health and Farm Pl...
DSB Animal Systems AMS	DSB Animal Systems DIDI	DSB Breeding for Performance	DSB Climate MAADI
DSB Community Surface Water Managem...	DSB Dairy Business Services Network	DSB Dairy Industry Farm Monitor Pro...	DSB Discussion Groups Support

- 0. Meta Data
 - 0.1 Project Meta Data
 - Project Name
 - Project Leader
 - Branch (main)
 - Branch (secondary, eg if a joint project)
 - Key Project
 - Aligned to which service(s) (short)
 - Aligned to which service(s) (long)
 - CMI Number(s)
 - MIS Number(s)
 - Project Start Date
 - Project End Date
 - Program Manager
 - Key Project Manager
 - Branch Director
 - 0.2 Report Meta Data
- 1. Project Management
- 2. Activities/Outputs
- 3. Intended Practice Change
- 4. Actual Practice Change
- 5. Outcomes
- 6. Significant Achievements
- 7. Learnings
- Appendix

BERC Report

Next

Period	X
Year	X
Heading 1	X
Center Aligned Text/Paragraph	X
SectionCover	X
SectionBreak	X
Heading 3	X
DPI KPI - BERC 2	X
Heading 3	X
DPI KPI - BERC 3	X
Heading 3	X
DPI KPI - BERC 4	X
Heading 3	X
DPI KPI - BERC 5	X
Heading 3	X
DPI KPI - BERC 6	X
Heading 3	X
DPI KPI - BERC 7	X
Heading 3	X
DPI KPI - BERC 8	X
Heading 3	X
DPI KPI - BERC 9	X
Left Aligned Text/Paragraph	X

REPORT FILTER

Report: Year Period Submitted for Approval

Approval: Branch Director Key Project Manager Program Manager

Preview Generator

- Output Report Meta Data (Period):
 - Format:
- Output Report Meta Data (Year):
 - Format:
- Heading 1
- Center Text
- Section Break:
 - Restart Numbering:
- Heading 3
- Horizontal Table: DPI KPI - BERC 2

No header or footer.
12 months (Jul-Jun)

2011/12

FSV BERC Output Indicator Report

Generated by the EPMF database

(restart)

No header, footer contains page number and filename (if possible)

Table 1 - Number of Farmers facing significant adjustment ressurces supported to make better informed decisions (DPI KPI - BERC 2)

Key Project	Branch	Project Name	Project Leader	Indicator Data
203 - Engaged Communities	CNRS	CNRS Rural Financial Counseling Service	Tracey Harper	1679
				1679

Good response so far...



“Well done on a considerable effort to get the EPMF reporting in and approved. The EPMF product is getting better and better, and it appears that the reporting has substantially improved from the first time...”

“Congratulations to the team on EPMF. While requiring a significant effort and input, it’s a valuable tool and resource to capture the depth and breadth of FSV’s work. Beyond the system, the people have been helpful and pleasant to work with”.

