

Research Methods for Local Economic Development

1. Overview

This programme equips participants with the knowledge and practical skills to conduct research, analyse workplace data, and apply monitoring and evaluation (M&E) principles to support Local Economic Development (LED) projects and organisational performance. Participants will develop the ability to identify research problems, design and implement research projects, analyse findings, communicate evidence-based recommendations, and establish monitoring and evaluation systems that promote informed decision-making, accountability, and continuous improvement.

2. Programme Outcome:

- Apply appropriate research methodologies to support Local Economic Development projects
- Identify research problems and formulate relevant research questions
- Develop research proposals and select appropriate research methods
- Collect, analyse, interpret, and present research findings
- Produce professional research reports with evidence-based recommendations
- Analyse and communicate workplace data using tables, graphs, charts, and diagrams
- Explain the purpose and principles of monitoring and evaluation
- Develop monitoring and evaluation frameworks for projects and programmes
- Assess organisational and programme performance using monitoring and evaluation tools
- Apply research and monitoring findings to improve organisational decision-making and service delivery

Qualification:	Certificate of Completion
Duration:	3-Months
Programme Type:	Category B – Workplace-Based Learning Programme
Programme ID:	PA0230
SAQA US:	110494, 8662, 337063
NQF Level:	5
Credits:	18
Entry Requirements:	Qualification at NQF Level 4
Training Options:	Online - Each participant will receive access to an online portal, where all programme materials and resources are available. Training is delivered fully online, and participants will join scheduled Microsoft Teams sessions facilitated by a trainer. This mode provides flexibility and allows learners to participate from any location. Blended - Blended learning combines both online and face-to-face training. Participants receive access to an online portal for online content, resources, and self-paced activities. They also attend scheduled in-person contact sessions with a facilitator, either at the client's premises or providers campus. This approach offers the flexibility of online learning with the added support of guided, interactive sessions.

**A choice of leveraged programmes for any person,
At any level, in any department, of any company, in any industry.**

Face-to-Face - Each participant will receive training resources, which contains all programme materials and resources. Training is delivered through onsite contact sessions, either at the client's premises or providers campus, where a facilitator conducts the sessions in a classroom environment.

Minimum Participants Required: (1) Online, (1) Blended & (1) Face-to-Face

3. Programme Content

- **(110494 US):** Apply a range of research methodologies to support the design and implementation of (a) local economic development project(s) in own work context
- **(8662 US):** Analyse and communicate workplace data
- **(337063 US):** Demonstrate knowledge and insight into the principles of monitoring and evaluation in assessing organisation and/or programme performance in a specific context

4. Topics

Module 1: Introduction to Research in Local Economic Development

- Principles of research
- The role of research in Local Economic Development (LED)
- Types of research
- Identifying research problems
- Developing research objectives and questions

Module 2: Research Design and Methodology

- Quantitative and qualitative research methods
- Mixed-method research approaches
- Sampling techniques
- Research ethics
- Selecting appropriate research methodologies

Module 3: Research Planning

- Writing research proposals
- Developing research plans
- Identifying target populations
- Data collection planning
- Project planning and scheduling

We trust that the above is in order and look forward to hearing from you for Implementation

Module 4: Data Collection and Analysis

- Primary and secondary data collection
- Surveys, interviews and focus groups
- Data validation
- Data analysis techniques
- Drawing research conclusions

Module 5: Workplace Data Analysis

- Organising workplace data
- Analysing data using tables, graphs and charts
- Identifying trends and patterns
- Presenting data effectively
- Supporting evidence-based decision-making

Module 6: Research Reporting

- Structuring research reports
- Writing findings and recommendations
- Presenting research outcomes
- Report editing and quality assurance
- Professional report presentation

Module 7: Introduction to Monitoring and Evaluation

- Principles of monitoring and evaluation
- The purpose of M&E
- M&E within organisational performance
- Roles and responsibilities
- Policy and legislative considerations

Module 8: Designing Monitoring and Evaluation Systems

- Developing M&E frameworks
- Indicators and performance measures
- Data collection for monitoring
- Reporting systems
- Risk management in M&E

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Module 9: Evaluating Programme Performance

- Measuring programme effectiveness
- Assessing project outcomes and impact
- Continuous performance improvement
- Evidence-based reporting
- Applying evaluation findings

Module 10: Workplace Application

- Designing a research project
- Developing a monitoring and evaluation framework
- Analysing workplace data
- Preparing research and evaluation reports
- Case studies and practical workplace simulations
- Action planning for workplace implementation

5. Target Market

This programme is suitable for:

- Local Economic Development (LED) practitioners
- Municipal officials and planners
- Monitoring and Evaluation (M&E) practitioners
- Project managers and project coordinators
- Community development practitioners
- Public sector managers and supervisors
- Programme officers
- Researchers and research assistants
- Policy and planning officials
- NGO and development agency personnel
- Government officials responsible for project planning, implementation, monitoring, and evaluation
- Individuals seeking to strengthen their research, analytical, and programme evaluation skills

6. Assessments

This programme includes a Portfolio of Evidence (POE) that must be submitted at the end of the programme. The POE include:

- **Knowledge Assessments:** To evaluate theoretical understanding
- **Practical Assignments:** Hands-on tasks related to course topics
- **Workplace Assignments and Logbook:** Application of skills in real-world settings

Successful participants will receive a certificate of completion.

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7. Workplace-Based Learning Programme

This WLP is a fusion of academic learning and practical work. The learning is directly applied to the workplace by using client-based mentors and extensive workplace-based portfolio work and assignments. Apart from the obvious benefits of a workplace directed qualification, each WLP qualifies for recognition as a Category B Skills Programme in the Learning Matrix of the Amended BEE codes, which allows for the salaries of participants to be recognized as part of the Skills Development Expenditure.

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