

Tool 21: Worksheet

Diagrammes and tools

Table 1: Indicative content of a project fiche

1. PROJECT IDENTIFICATION		
PROJECT TITLE		
PROJECT CODE		
THE OBJECTIVE TO WHICH THE PROJECT CONTRIBUTES		
LOCATION & LOCATION CHARACTERISTICS		
LOCATION MAP		
2. PROJECT DESCRIPTION		
PROJECT OBJECTIVES		
TARGET GROUP		
PROJECT COMPONENTS	ESTIMATED VALUE	IMPLEMENTATION TIME
1		
2		
3		
4		
5		
EXPECTED RESULTS		
INDICATORS TO MEASURE RESULTS		
POTENTIAL PROJECT RISKS AND MITIGATION MEASURES		
3. INSTITUTIONAL ARRANGEMENTS		
MECHANISM FOR POLITICAL PROCESS AND COMMUNITY INVOLVMENT		
RESPONSIBLE ORGANISATION: Project management Monitoring Evaluation Adaptation to unexpected obstacles		
OPERATIONAL ARRANGEMENTS: concession, lease, PPP, etc		

Source: IHS Romania training manual on Integrated planning (2010)

Note: This template should be adapted according to available information and donor requirements.