MODULE 2
Project design: building an intervention logic

This training course has been developed to support aid actors in the important and complex process of designing projects and writing good quality proposals. This training course therefore aims to develop the following skills; analysing and summarising in order to understand a given context and its problems, developing an operational strategy with a systematic and comprehensive approach to programming, and writing good quality project proposals, according to donor requirements

COURSE OBJECTIVES:

The objective of this training course is to provide participants with a comprehensive understanding of the different components of humanitarian projects and the **essential skills** to play an active role in project design and proposal writing.

Upon completing the course, participants will be able to:

- Understand and analyze a problematic context using various PCM tools (stakeholder analysis, problem tree);
- Identify different operational strategies according to the context's opportunities and risks (solutions tree, multi-scenario planning);
- Plan an intervention using the logical framework approach;
- Evaluate necessary resources (budget, project team, materials) in line with project objectives;
- Design a monitoring system in line with project indicators and donor requirements;
- Work with a diversity of donors (funding opportunities, similarities and differences in proposal formats, structure of the proposal format):
- Play an active role in writing chapters in a proposal.

LEARNING STRATEGY:

This module includes practical exercises and case studies which focus on the Afghan context. Each section includes a short theoretical introduction followed by practical activities.

PRE-REQUISITES

- Participants should have a basic understanding of project cycle management.
- Participants should have a good working level of spoken and written English.

CONTENT

This module includes 10 sections:

1. **Introduction**: The introductory section allows participants to get to know each other, course objectives and limits are clarified and the course timetable and rules are presented.

2. **Project cycle management, main principles (reminder)**: A brief look at what participants already know about projects, project cycle management and, if necessary, a reminder of the main points.

3. **Context analysis and problem identification**: Using the essential PCM tools (stakeholder analysis, problem tree), participants improve their analysis skills in order to design an appropriate intervention logic.

4. **Operational strategy and multi-scenario planning**: This section analyses possible operational responses, according to the aid organisation's mandate and capacity. It also looks at 'best' and 'worst-case' scenarios, and how to envisage flexible programming.

5. **Logical framework**: The logframe demystified! Participants learn how to make the logframe work for them, clarifying objectives, indicators, results and activities to make programming more effective and efficient.

6. **Project planning**: How to programme human resources, budgeting and planning activities, including PCM tools such as the Gantt diagramme.

7. **Monitoring system:** How to identify indicators and set-up a monitoring system, integrated into project planning right from the start.

8. **Funding a project**: Understanding funding opportunities, donors' project cycle, donors' formats and requirements.

9. **Developing writing skills**: Participants work on improving writing skills for project proposals, with an emphasis on structuring ideas and writing clearly and succinctly.

10. **Course evaluation and conclusion:** Participants look back at the ground that has been covered during the course and prepare how they will apply what they have learned. Participants give feedback about the course and make recommendations for ways of improving it.

TRAINERS

Fadoi CHAOUKI is an Agro-food Engineer. She worked for several years as a Quality Engineer in a food company which produces Ready-to-Use Therapeutic Foods. She acted as an advisor in several countries (mostly in Africa) implementing and following up Quality Management Systems and giving courses in Quality Assurance. At Groupe URD, she provides support and advice to humanitarian organisations on the issue of quality, and develops and runs training courses on humanitarian project management and quality. She also has experience working in evaluation and institutional support in the Middle East.

Namatullah WASIQ is a trainer with Groupe URD and ACBAR. He has experience working with humanitarian organizations, in a variety of different posts; at field level, writing project proposals, and in financial management. He is Afghan and is also a trained English teacher and translator. In the framework of the ACBAR/ Groupe URD training project, he has already organized and co-facilitated 5 training sessions.