TEAM-SI-JOINT 2019

Formats

19 03 2018

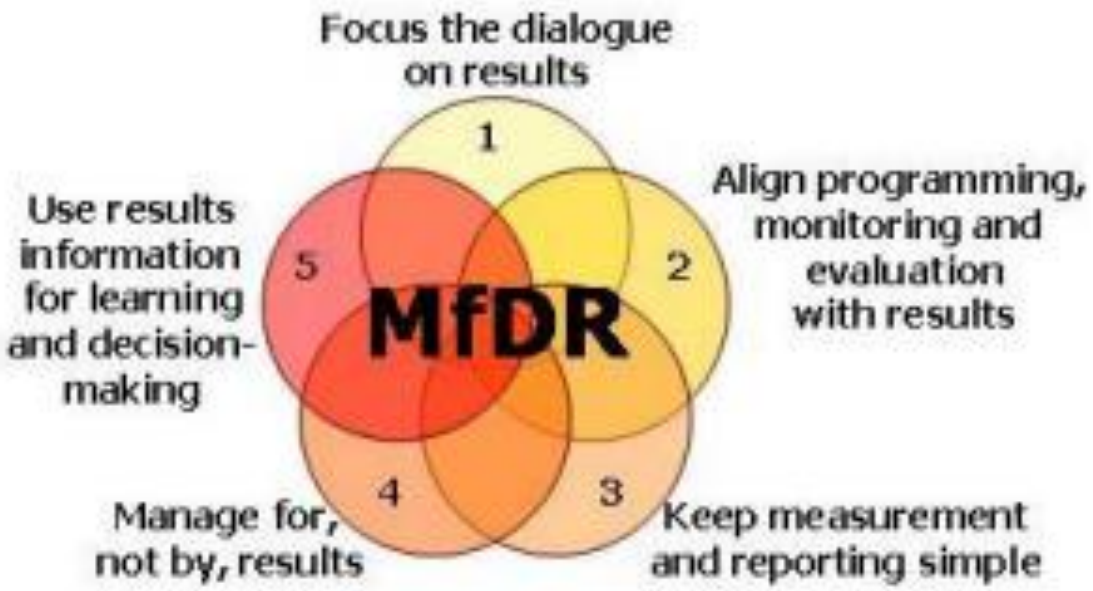
SHARING MINDS, CHANGING LIVES

Application format

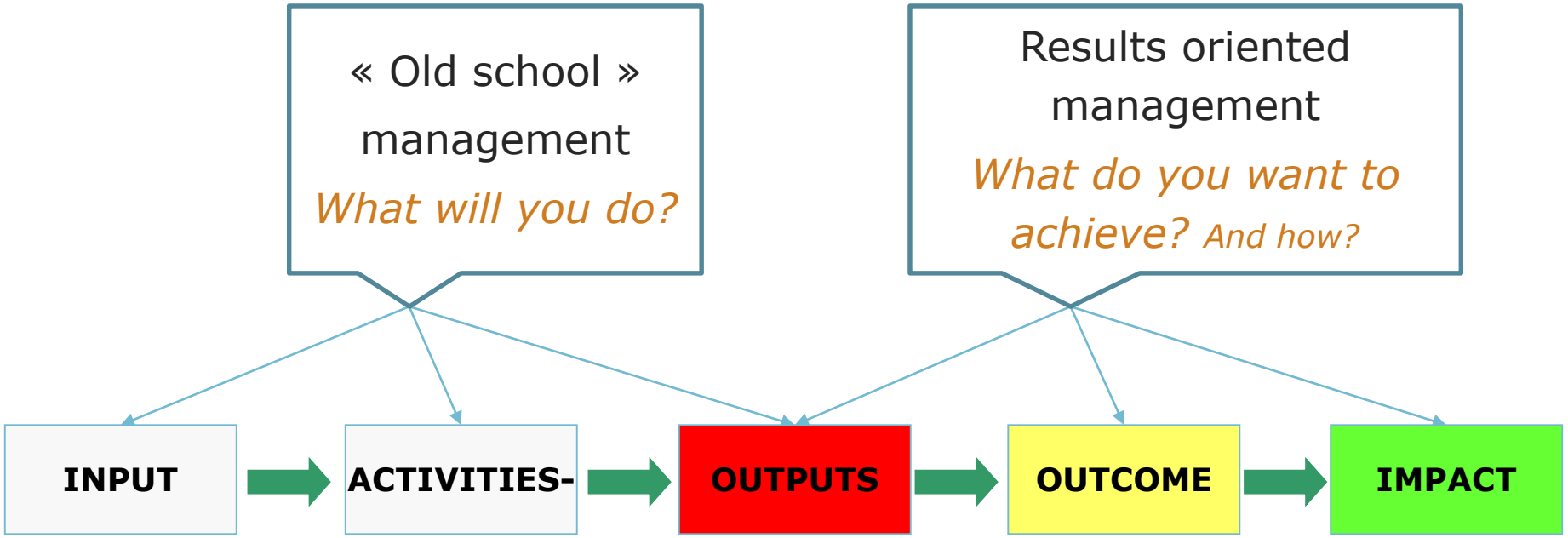
Formats :

- Small changes compared to last year
- Quasi identical for SI, TEAM, JOINT
- Fits VLIR-UOS' Managing for Development Results approach
- Importance of the formulation process

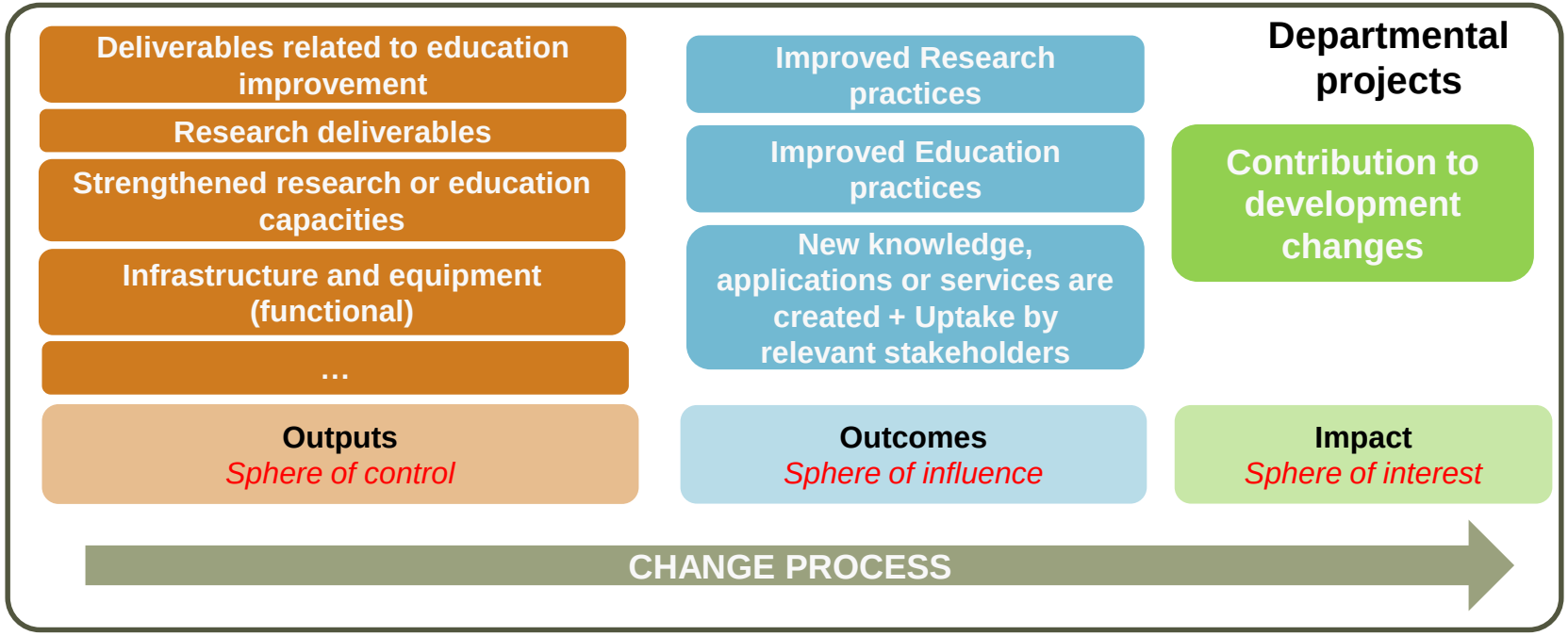
Management for Development Results



Management for Development Results



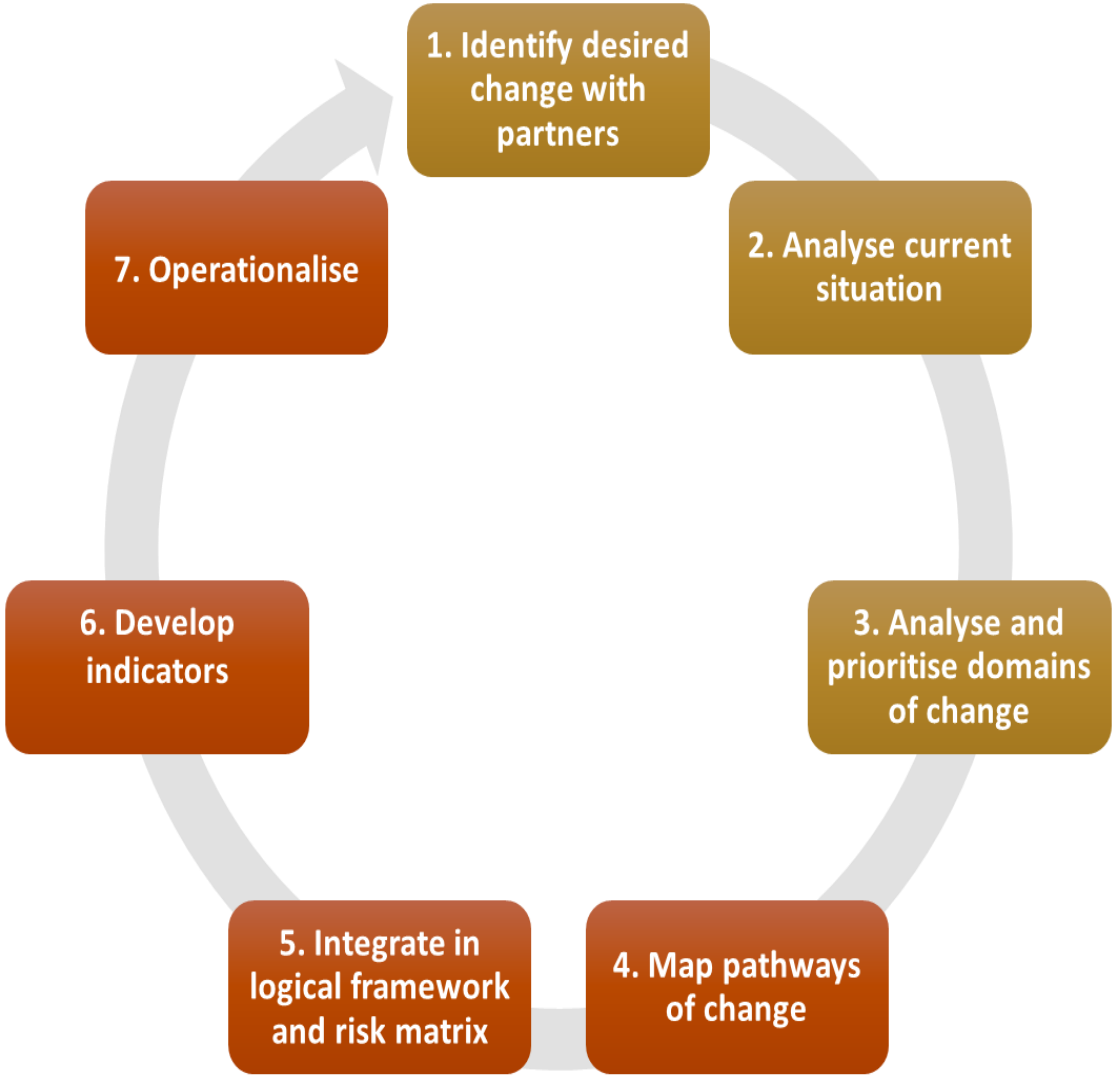
Theory of Change TEAM-SI-JOINT



Developing a VLIR-UOS project

- Logical Framework / Theory of Change approach

- Importance of process & partnership!



Developing a VLIR-UOS project

How?

- Process matters !
- **Formulation guidelines**
  - Step-by-step
  - Shopping principle
  - Summaries
- On-campus support VLIR-UOS (Formulation workshops), Confirmed workshops:

When?	Time?	Where?
April 9, 2018	1-5 pm	Uhasselt
April 10, 2018	1-5 pm	UGent
April 16, 2018	9 am - 1pm	KULeuven
April 18, 2018	10 am - 1 pm	UAntwerpen
April 19, 2018	9 am - 1:30 pm	University colleges, Brussels, exact location to be confirmed
April 27, 2018	1:30-5 pm	

The format - narrative

- **General information**
- **Context**
  - Project context
  - Project background
- **Project strategy**
  - Project Strategy (Theory of Change)
  - Stakeholder analysis & engagement
  - Transversal themes
  - Synergy & complementarity
  - Sustainability
- **Project Management**
- **Annexes**

The format - Annex 2: LF – OP - RM

- Results framework
- Risk management matrix
- Operational planning

LOGICAL FRAMEWORK MATRIX

PROJECT TITLE:

I. General Objective (GO) *Please find list of examples in the Formulation guidelines*	Objectively Verifiable Indicators (OVI) *Please find list of examples in the Formulation guidelines*	Source of Information	PLANNING		MONITORING			
			Baseline value	Target value	Value year 1	Value year 2	… (add column) …	Final value

II. Specific Objective(s) (SO)	Objectively Verifiable Indicators (OVI)	Source of Information	Baseline value	Target value	Value year 1	Value year 2	… (add column) …	Final value

III. Intermediate Results (IR)		Objectively Verifiable Indicators (OVI)	Source of Information	Baseline value	Target value	Value year 1	Value year 2	… (add column) …	Final value
IR 1									
IR 2									
IR 3									
IR 4									
IR 5									

IV. Main activities	
	Activities for Intermediate Result 1
1.1.	
1.2.	
1.3.	
1.4.	
1.5.	
	Activities for Intermediate Result 2
2.1.	
2.2.	
2.3.	
2.4.	

OPERATIONAL PLAN

PROJECT TITLE:

PROJECT TYPE:

		YEAR 1												YEAR 2												YEAR 3									
	Activity / Sub-activity	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
IR 1:																																			
1.1.	0																																		
1.2.	0																																		
1.3.	0																																		
1.4.	0																																		
1.5.	0																																		
IR 2:																																			
2.1.	0																																		
2.2.	0																																		
2.3.	0																																		
2.4.	0																																		
2.5.	0																																		
IR 3:																																			
3.1.	0																																		
3.2.	0																																		
3.3.	0																																		
3.4.	0																																		
3.5.	0																																		
IR 4:																																			
4.1.	0																																		
4.2.	0																																		
4.3.	0																																		
4.4.	0																																		
4.5.	0																																		
IR 5:																																			
5.1.	0																																		
5.2.	0																																		
5.3.	0																																		
5.4.	0																																		
5.5.	0																																		

RISK MANAGEMENT MATRIX

PROJECT TITLE:

Identification	Assessment			Control	Follow-up (only to be completed during progress reporting)
Risks + potential impact	**Probability**	**Potential impact**	**Total risk level**	**Response** + person responsible for implementing risk response	
			0		
			0		
			0		
			0		
			0		
			0		

Managing intervention risks:
Risk appetite

Probability	1-Negligible	2-Minor	3-Moderate	4-Major	5-Severe
4-Almost certain	4-Low	8-Medium	12-High	16-Extreme	20-Extreme
3-Probable	3-Low	6-Medium	9-Medium	12-High	15-Extreme
2-Possible	2-Low	4-Low	6-Medium	8-Medium	10-High
1-Unlikely	1- Low	2-Low	3-Low	4-Low	5-Medium

Potential impact