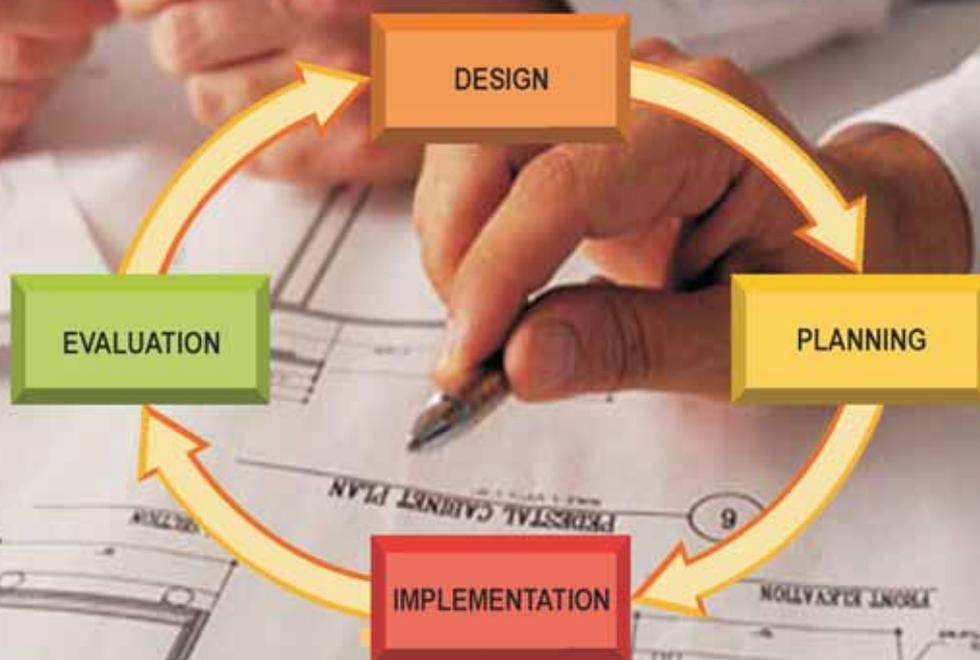


# Project Cycle Management



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Turin, Italy



International Training Centre

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## Introduction

The changing modalities for delivery of development aid including Sector-Wide Approaches (SWAp) and budget-support funding are progressively raising the levels of required professional and managerial competencies needed on the part of the staff of national recipient agencies for successful operation under such Result-Based Management (RBM) environment. Project Cycle Management (PCM) is a key instrument in RBM and the competencies therein are increasingly becoming indispensable for all development workers. For long the achievement of the desired outcomes of development programmes and projects was often compromised by the shortage of well-trained project personnel. Amongst the most notable skill deficiencies one could single out "inadequate proficiency in the application of the knowledge areas required for systematic project cycle management". This course is designed to address the situation through upgrading the technical and managerial competencies needed throughout the project/programme cycle of national development programmes. The course includes daily hands-on practical sessions whereby the participants apply the newly-learnt skills to a carry-through case study.

The RBM tools incorporated in this course at each phase of the project cycle are readily adaptable to the participants' on-the-job context thereby resulting in a marked performance improvement in the delivery of development programmes and projects.



## Participants' profile

The course is designed for national project co-ordinators, project managers, project staff, national development planning officials and non-governmental organisations' (NGO) officers involved in the execution of technical assistance programmes and projects.

Participants should be fluent in English with basic knowledge of project cycle management (design/implementation/evaluation) for development projects.



## Course objectives

The course aims to upgrade the competencies of participants in the formulation, implementation, monitoring and evaluation of development co-operation programmes and projects in accordance with the procedures of the relevant funding agency/ies (e.g. European Union and the United Nations).



## Course content

The course's content is structured around the following main themes:

- Project Analysis:
  - stakeholder mapping;
  - the problem tree and the objectives' tree;
  - assessment of potential alternatives solutions;
- Project Design:
  - the logical framework;
  - intervention logic;
  - indicators;

- risk analysis;
- Project Planning:
  - typical models for the project organisation;
  - Work Breakdown Structure (WBS);
  - allocation of resources and responsibility matrix;
  - introduction to project management planning software (Microsoft Project);
- Project Monitoring, Reporting and Evaluation:
  - project monitoring and control;
  - types of evaluation;
  - project reporting.



## Course methodology

The course uses a highly-participative delivery methodology, combining interactive subject-matter presentations with plenary discussions and group assignments designed to enhance team work and to measure learning achievement. Relevant training materials and reference documents are handed out during the course. A visit to a development/infrastructure project will give the participants an opportunity to be acquainted with best practices and procedures as applied in the private and/or public sector.

The course will be delivered in English by ITC-ILO's experts and consultants.



## Cost of participation

The cost of participation in this two-week programme is Euro 3,580' **payable in advance**

- i Amount subject to annual changes
- ii Arrangements can be made to pay an additional allowance for incidental expenses at government or funding-agency cost to accommodate participant entitlements or other government requirements.

by the participant's sponsoring organisation. This covers:

- tuition fee, which includes the use of the Centre's training facilities and associated support services, documentation and training materials;
- participant fee, which covers:
  - accommodation and full-board at the Centre, plus a lump sum to cover incidental expenses;
  - routine medical care and insurance / social life activities

Main travel between the participant's home country and Turin is **not included**.

Fellowships for training programmes are usually funded through the training budgets of development projects financed by International Financial Institutions or by United Nations' agencies, bilateral technical co-operation agencies, EU delegations, governments and/or private enterprises. Candidates are encouraged to contact these organisations and agencies in their countries to inquire about the availability of such funds.



## The ILO Turin Centre's facilities

Located in an attractive park on the banks of the River Po, the Centre's campus provides a congenial environment in which to live and study.

It contains 21 pavilions with fully equipped modern classrooms, conference halls and meeting rooms fitted out for multilingual simultaneous interpretation, a computer laboratory, and a computerized documentation centre linked to various data banks.

The campus has 287 study/bedrooms, all with private bathrooms, telephones and cable television. It also has:

- a reception desk open 24 hours a day;
- a restaurant, a self-service canteen and a coffee lounge, all catering for international dietary needs;

- a bank;
- a travel agency;
- a laundry service;
- a post office;
- an internet point;
- a recreation room;
- facilities for outdoor and indoor sports;
- an infirmary.

Social events are regularly held both on and off campus, so that participants from different cultural backgrounds can make the most of the stimulating international climate.

## For further information, please contact:

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