

PROJECT PLANNING

Project planning and development process:

- Is based on long-range community goals.
- Defines problems in the community that stand between the community and its long-range goals.
- Establishes a project goal that, when accomplished, will reduce or eliminate the defined problem and move the community toward long-range goal accomplishment.
- Creates a project strategy built around specific, measurable, achievable, result-oriented and time-framed objectives.
- Designs an evaluation process and sustainability strategy for measuring project outcomes and continuing those outcomes after the end of project funding.

When designing a project, 90% of the work should go into project planning and development and only 10% in the writing of the application. This training is focused on how to do that 90%. This training is different than application development training, as it does not focus on how to write an application or apply for funding. Instead, it focuses on the steps that need to occur before you ever start writing an application.

It is recommend taking a project planning and development training first and then attending pre-application: application development training once you are ready to submit your project idea for funding consideration. The table below shows the differences between our Pre-Application:

Application Development and Project Planning and Development Trainings.

What you will learn in Project Planning and Development	What you will learn in Pre-Application: Application Development
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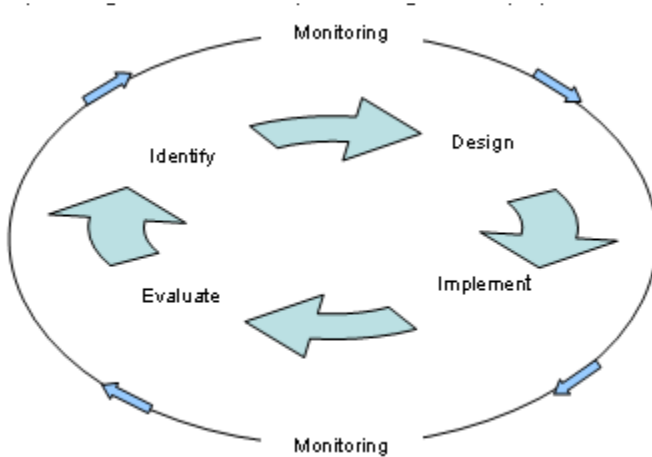
Methods to describe long-range community goals	Tips on writing an application in response to an Funding Opportunity Announcement
How to document community problems and assets	Guidance on how to apply through grants.gov
Community – based planning processes and tools	The process of reviewing applications for funding

Before starting the project development process, your community should engage in a project planning process. Project planning involves a series of steps that determine how to achieve a particular organizational goal or set of related goals. This goal can be identified in a strategic plan. Project plans can also be based on goals or action strategies developed through planning processes.

Planning is used to:

- Identify specific problems that stand in the way of goals.
- Understand the capacity of the object to implement a project.
- Describe measurable beneficial impacts to the object that result from the project’s implementation.
- Determine the level of resources or funding necessary to implement the project.

The process of planning and managing projects follows a logical, continuous cycle. Each phase of the project leads to the next.



The identify stage includes a community assessment process to determine the problems and identify assets in an object.

- The design phase includes the actual planning and design of a project.

- The implement stage refers to the implementation of the project, whether it is a single-year or multi-year implementation period.

- The evaluation of project results occurs at the end of a project and involves determining whether the project's goal and objectives were achieved. The evaluation stage then leads to the identification of additional or persisting problems, allowing the cycle to begin again.

- Project monitoring occurs throughout all stages allowing for small adjustments in the project's planning, design, and implementation in order to ensure the project's success.

Література:

1. Project Approach Online Store. – Access: <http://www.projectapproach.org/store/>