



TRAINING WORKSHOP ON PROJECT AND CONTRACT MANAGEMENT

Project Cycle Management



**INSTITUTE OF LOCAL GOVERNMENT
STUDIES**

CONTENT



Meaning and characteristics of a project

Project Cycle and Project Cycle Management

Benefits of Project Cycle Management

Challenges and Solutions

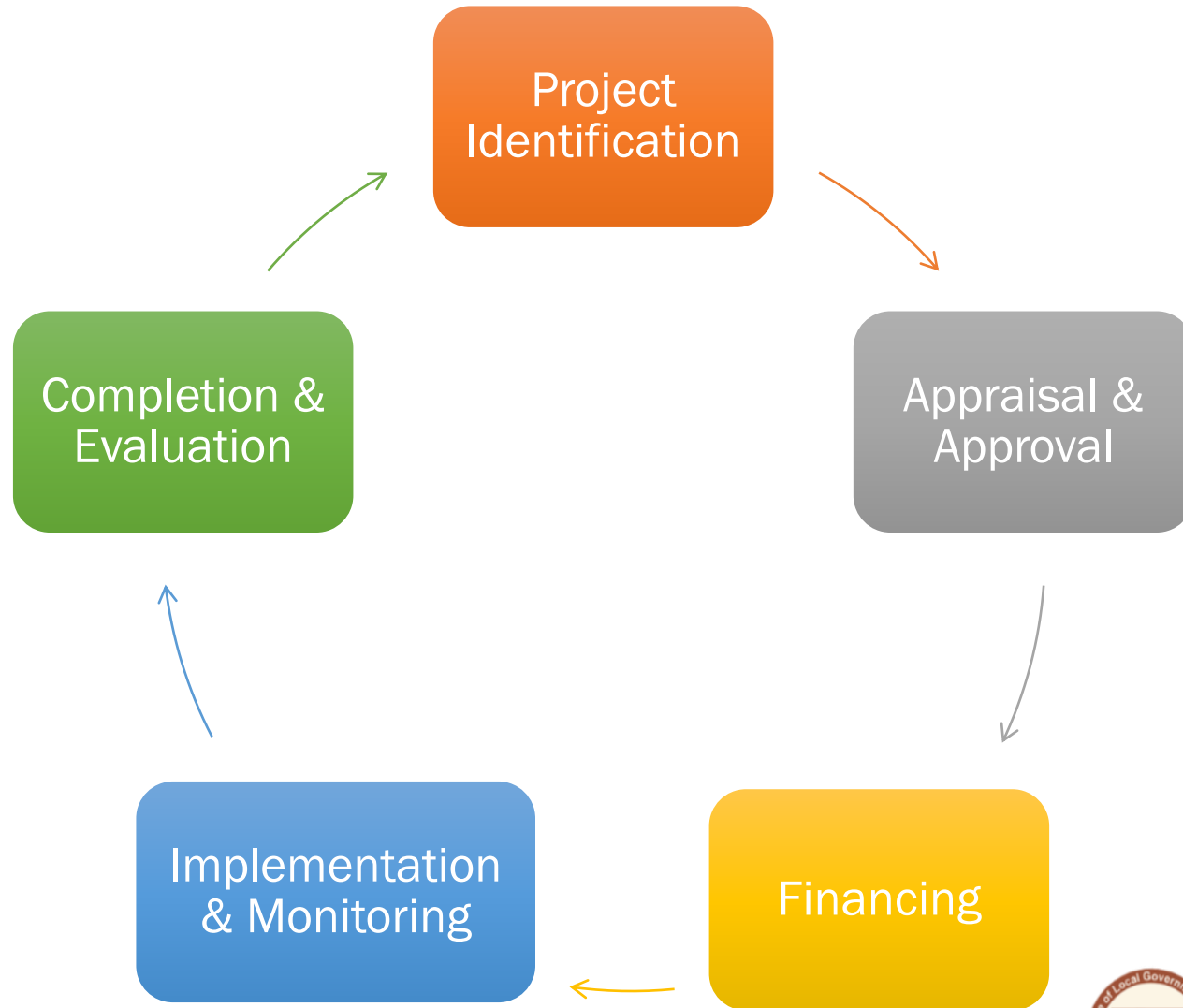
ICE BREAKER



What process do you go through to implement projects at your District – from where do you start and where do you end?



PROJECT CYCLE



Project Cycle is a logical sequence in which the project is identified, prepared, approved and implemented.



PROJECT CYCLE

- Within all institutions the cycle shares three common themes:
 - ✓ The cycle defines the key decisions, information requirements and responsibilities at each phase;
 - ✓ The phases in the cycle are progressive – each phase needs to be completed for the next to be tackled with success.
 - ✓ The cycle draws on evaluation to build experience from existing projects into the design of future projects.



PROJECT CYCLE MANAGEMENT

- It is an approach used to guide management activities and decision-making procedures during the life-cycle of a project, from the first idea until the last ex-post evaluation.



PROJECT IDENTIFICATION

- The possible sources of project identification are:
 - ✓ Medium Term Development Plans
 - ✓ Expansion of on-going programmes
 - ✓ Surveys
 - ✓ Disasters/calamity projects
 - ✓ Ideas from political actors, technocrats, and ordinary citizens
 - ✓ FBOs, CSOs. etc



PROJECT APPRAISAL

- This is a critical examination of a project from all aspects including:
 - ✓ Political acceptability
 - ✓ Financial feasibility
 - ✓ Economic viability
 - ✓ Technical feasibility
- It is an analysis of prospective costs and benefits that leads to desirability for committing resources.



PROJECT FINANCING

- Availability
- Adequacy

What are the main funding sources for LG projects?



PROJECT IMPLEMENTATION & MONITORING

- Implementation entails intense activities and a variety of physical work
- Implementation of activities and financial management should be undertaken in accordance with all the established guidelines, procedures and regulations guiding the project
- Monitoring involves the tracking of inputs, processes, activities, outputs and outcomes against indicators,
- It is an on-going process to ensure that activities are taking place according to standards and to find out weaknesses and gaps within the project



PROJECT COMPLETION

- Final sign-off and delivery of the project to the client
- Project manager will make sure that:
 - ✓ all tasks have been completed
 - ✓ any relevant documentation and products have been delivered
 - ✓ all necessary reports, approval meetings, forms, and signatures have been completed
 - ✓ any lessons learned are captured and documented appropriately



PROJECT EVALUATION

- Evaluation examines all aspects of the project design and assesses the overall progress towards the ultimate objectives.
- It helps us to:
 - ✓ identify if we did what we intended to do
 - ✓ identify what went wrong and why
 - ✓ identify what was done right/successes



PROJECT EVALUATION

- Key criteria for evaluation include:
 - ✓ **Relevance** - whether the intervention was appropriate
 - ✓ **Effectiveness** - whether it achieved what it set out to
 - ✓ **Efficiency** – whether it did so at the lowest cost
 - ✓ **Impact** - whether it made a difference in the lives of people
 - ✓ **Sustainability** - whether it will lead to a lasting change



BENEFITS OF PROJECT CYCLE MANAGEMENT

- Proper implementation of PCM produces the following benefits:
 - Project implementation according to goals and objectives
 - Good coordination of projects
 - Project is designed and appraised based on sound research
 - Increased accountability for results because individuals and teams will be assigned specific results that they must deliver
 - Standard methods and procedures
 - Increased efficiency in use of resources
 - Stakeholder ownership due to its participatory processes
 - Enhanced monitoring and evaluation based on agreed milestones



DISCUSSION

What are the challenges encountered in managing MMDA projects?



DISCUSSION

What is the way forward in managing MMDA projects?



Thank
you

