

Session 2.1 – Developing a Logical Framework Approach

Aim

To understand the Logical Framework Approach as a tool to describe major elements of a project in a structured manner, answering questions about the why, what and how of a project, as well as the who, where and when.

Outcome of this session

By the end of this session participants will be able to:

- Formulate project goal, purpose and objectives
- Distinguish between outputs, outcomes and impact;
- Develop a results chain for a project.
- Identify key assumptions and risks associated with the implementation of a project.
- Develop an LFA
- Prepare a brief project description (narrative) based on LFA.

Session overview

6 hours 20 minutes

Step	Time	Activity/method	Content	Resources needed
1	15	Recap	Key learning from day 1	
2	60	Presentation and facilitated discussion	Project goal, purpose, impact, outcomes, and outputs	overheads
3	110	Group Work	Participants working in groups develop project goal, purpose, impact, outcomes and outputs for respective projects	Flip charts and markers
4	35	Facilitators' Feedback		
		LUNCH		
5	15	Facilitated discussion	Project assumptions and risks	Overheads
6	20	Group work	Participants working in groups identify risks and assumptions for their respective projects	
7	20	Facilitators' Feedback		
8	15	Facilitated discussion	Writing a brief project description	Project brief model
9	60	Group Work	Participants working in groups write project briefs based on respective LFAs.	Papers and pens

Facilitator Manual: Day 1- 5

10	30	Peer review	Groups share their project briefs with one another for peer review	
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Facilitator's notes

Step 1:

Recap, highlights – make sure rapporteurs only mention key learning aspects, not the whole process of the day.

Step 2:

Give the presentation of slides 1 – 12. See notes.

Step 3:

Involve participants in solving the exercise on slide 13. See notes for details.

Step 4:

Conduct Exercise given on slide 14. Divide participants into small groups of 3-5 people.

Give each small group a set of five cards with the results listed on the slide, one on each card.

Ask them to put them in a logical order.

Step 5:

Complete rest of the presentation on slides 15 – 22. See notes

Step 6:

Assemble the participants in their respective groups. Ask them to develop results chains for projects based on the needs analysis conducted on the previous day. Facilitators will have to frequently visit the groups and provide on spot extensive guidance during this exercise.

Step 7:

After the groups have completed the exercise, display the outcomes of the exercise on the wall and assemble the whole group around these charts for refinement through discussion and feedback.

Step 8:

Explain assumptions and risks in a project and why it is important to identify these, with the help of overhead 21.

Step 9:

Reassemble the participants in their respective groups. Ask them to identify major assumptions and risks in their projects. Facilitators will have to frequently visit the groups and provide on spot moderate guidance during this exercise.

Step 10:

After the groups have completed the exercise, display the outcomes of the exercise on the wall and assemble the whole around these charts for refinement through discussion and feedback.

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Step 11:

Share a model project brief with the participants and explain the key contents and characteristics of a project brief with the help of the model.

Step 12:

Reassemble the participants in their respective groups and ask them to write brief project descriptions for their respective projects based on the LFAs .

Step 13:

Groups share their project briefs with one another for peer review and feedback.

Overheads and speakers notes for presentation day 2
