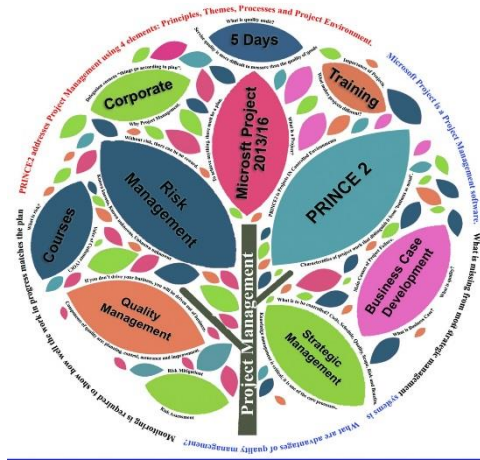




Project Management for Development Organisations (NGOs) Course Outline



- **Course Duration options:**
 - ✓ **Face-to-face training** – 6 weeks (2 days a week @ 2 hours per session)
 - ✓ **5 day training** (Mon – Friday)
- **Cost:** £300 UK and US\$300 for international

Projects in Development Organisations (NGOs) are slightly different from IT development and management processes in main stream organisations. This is mainly because in most cases, donors require monitoring and evaluation.

The purpose of this course is to introduce **Project Management** using examples focused purely in Development Organisation projects. Unlike in the PRINCE2 and Agile project management which focuses mainly in private organisations i.e. corporates (law firms, travel, financial etc.) were we talk of users as opposed to communities in NGO environments.

On completion of this course, delegates can embark on PRINCEs project management of which there are a lot of similarities. The advantage is grasping a taste of both worlds; result in better project management skills.

1. Introduction to Project Management

- Operational vs societal change
- Project challenges
- Project lifecycle

- 2. Project Needs and Design**
 - Categories of social needs
 - Exploring variety of issues (political, social and cultural)
 - Assessing key issues affecting communities
 - Assessing how project can change livelihoods
 - Creating Logical Framework
- 3. Project Organisational Structure**
 - Governing body
 - Assembling project team
 - Stakeholder identification
- 4. Project Planning**
 - Project schedules
 - Project activities
 - Assessing project risks
 - Rolling wave planning
- 5. Project Implementation**
 - Day-to-day project activities
 - Managing issues
 - Managing people
- 6. Project Monitoring & Evaluation**
 - Performance progress monitoring
 - Project evaluation
 - Project control
 - Project change requests