Project Implementation Planning

Edmonton, January 2025
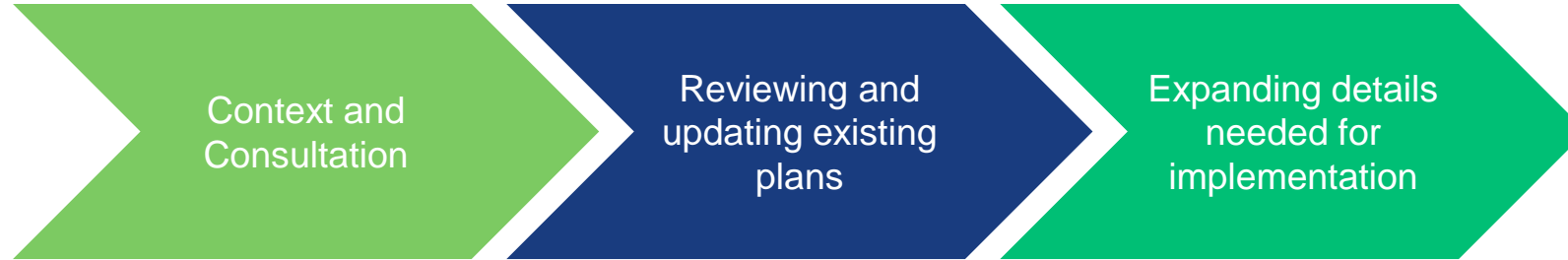
SPUR CHANGE | ACTIVER LE CHANGEMENT

In partnership with Canada

ACGC
ALBERTA COUNCIL FOR GLOBAL COOPERATION

Small Shop.
Big Impact.

Purpose of a PIP

| Context and Consultation | Reviewing and updating existing plans | Expanding details needed for implementation |

To provide FUNDERS with the required components to obtain approval and begin project implementation.

To provide YOU/YOUR PARTNERS with the opportunity to update project elements based on changes in context and confirm that all stakeholders agree with the project designs, plans, and responsibilities.
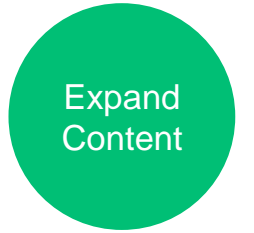
To provide YOU/YOUR PARTNERS will the detailed plans you need to oversee implementation of the project and fulfill reporting requirements later.

To provide YOU/YOUR PARTNERS with the specifics/details they need to effectively deliver project activities and conduct project monitoring.

PIP (Project) Elements

Per the standard terms from GAC Contribution Agreement:

- **Project Summary**

- **Geography and Reach**

- **Theory of Change – Gender, Human Rights , Environment Sustainability, Logic Model**

- Theory of Change – Risk management

- Results-Based Monitoring and Evaluation Plan

- Project Management and Governance

- Gender Equality Strategy

- Communications Strategy
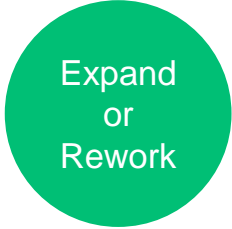
PIP (Project) Elements

Per the standard terms from GAC Contribution Agreement:

- Project Summary
- Geography and Reach
- Theory of Change –Gender, Human Rights , Environment Sustainability, Logic Model
- **Theory of Change – Risk management**
- **Results-Based Monitoring and Evaluation Plan**
- **Project Management and Governance**
- **Gender Equality Strategy**
- **Communications Strategy**

PIP 'Light' Elements

- **Project Summary & Reach**

- **Logic Model**

- **Project Management and Governance**

- Gender Equality Strategy

- Environmental Action Plan

- Exit Strategy

- Monitoring, Evaluation (and Learning) Plan

- Capacity Building Plan

- Risk Management Plan

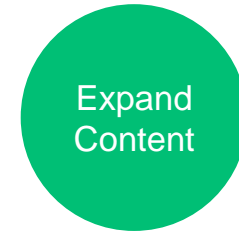- Work Plan / Outcome Based Schedule

- Budget

PIP 'Light' Elements

- Project Summary & Reach
- Logic Model
- Project Management and Governance
- **Gender Equality Strategy**
- **Environmental Action Plan**
- **Exit Strategy**
- **Monitoring, Evaluation (and Learning) Plan**
- **Capacity Building Plan**
- **Risk Management Plan**
- **Budget**
- **Work Plan / Outcome Based Schedule**

Cross-cutting themes

Explicitly addressed in some PIP sections, for consideration across all PIP elements

Standard:

- Gender Equality (and Social Inclusion)
- Environment (and climate change)

Emerging:

- Equitable partnerships
- Localization

Explicitly required:

Gender Equality (and Social Inclusion) Strategy

Environmental Analysis / Environmental Action Plan

Good practice consideration:

Monitoring, Evaluation and Learning Plan

Governance and Management Plan

Communications Plan

Capacity Building Plan

What has changed?

How as the context for your project changed in the time since the project design?

- **Financial Context**

- **Community Contexts**

- **Environmental Contexts**

- **Political/Policy Contexts**

- **Organizational Contexts**

- **Partner Contexts**

GROUP EXERCISE:

Brainstorm all the possible aspects of these contexts that could require revisions to your project plan.

Group 1 – Financial / Community

Group 2 – Environmental / Political / Policy

Group 3 – Organizational / Partner

What has changed?

How as the context for your project changed in the time gap between project development and project inception?

- **Financial Context**
- Community Contexts
- Environmental Contexts
- Political/Policy Contexts
- Organizational Contexts
- Partner Contexts

Currency exchange fluctuations

Inflation

Banking policy

Change in donor interest in region (impacting org contribution)

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How as the context for your project changed in the time gap between project development and project inception?

- Financial Context

- **Community Contexts**

- Environmental Contexts

- Political/Policy Contexts

- Organizational Contexts

- Partner Contexts

Changes in local leadership

Migration

Significant demographic shifts

Significant changes to economy, livelihoods

Changes to services available

Possible change in attitudes towards project

Other external pressures (e.g., Covid)

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- Financial Context
- Community Contexts
- **Environmental Contexts**
- Political/Policy Contexts
- Organizational Contexts
- Partner Contexts

Climate change impacts

Changes to landscape

Changes to accessibility

What has changed?

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- Financial Context
- Community Contexts
- Environmental Contexts
- **Political/Policy Contexts**
- Organizational Contexts
- Partner Contexts

Change in government

New policies governing NGOs

New policies requiring alignment/reporting

New local officials

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- Community Contexts
- Environmental Contexts
- Political/Policy Contexts
- **Organizational Contexts**
- Partner Contexts

Staff turnover (e.g., are the staff that wrote the proposal still here?)

Salary / Job Description changes

New policies/procedures

Recent lessons learned

New internal tools to harness

Change in visibility/support from Canadian donors

What has changed?

How as the context for your project changed in the time gap between project development and project inception?

- Financial Context
- Community Contexts
- Environmental Contexts
- Political/Policy Contexts
- Organizational Contexts
- **Partner Contexts**

Staff turnover

Changes in status

Conflict or other issues which impact your ability to collaborate

New partners on the scene

New local lessons learned / experiences

Who do you need to consult?