

Module 5: Developing a Regional Project with Results-based M&E System

Session 5.1: Project design (concept paper) requirements and resources

- Topics:**
- Project Concept requirement under MKCF
 - Selection criteria
 - Available resources to develop projects
- Summary:** This session will inform participants on specific requirements of MKCF funding mechanism and selection criteria. Past project EOIs will be presented as case and analyzed to identify strengths and alignment to MKCF project. Available resources to support project proponents in developing concepts contributing to MKCF priority sectors' activities and regional priorities will also be shared.
- Key Words:** Expression of Interest, concept note
- Objectives:** To be able to
- Understand the structure and requirement of concept paper under MKCF
 - Obtain information about available resources to develop regional project
- Outcomes:** Participants will familiarize with MKCF call for concept requirement and know where to seek assistance in developing their concepts
- Methods:** Presentation by MKCF team, case studies
- Materials:** PPT, MKCF management manual, MKCF EOI assessment template, Flip charts (White board), markers
- Contents:**

– **Formats of Expression of Interest (EOI)**

- MKCF EOI template and specific requirements will be presented
- Open questions session for participants

– **MKCF Assessment Criteria**

- The assessment template of EOI will be shared, highlighting gaps and areas to focus on EOI
- Previous EOIs (selected and not selected) will be used as case studies to help better understanding of MKCF requirements and priorities

Case studies and testimonials:

- Previously selected MKCF concepts and their strengths
- Non-selected MKCF concepts and their major gaps

Session 5.2: Group work on project concept development

- Topics:** • Expression of Interest (Concept paper)
- Summary:** This session will be a group work session for participants to work in groups (under various sectors) to draft a concept based on exercises and learning from other sessions in this training
- Key Words:** Concept paper, project design processes and outputs
- Objectives:** To be able to
- Elaborate various components of project design outputs
 - Compile the outputs into a draft concept paper
- Outcomes:** Participants will learn how to connect different components of project design processes and draft a concept for regional development and cooperation project with M&E framework
- Methods:** Group work and consultations with RP and MI staff
- Materials:** MKCF EOI template, Flip charts (White board), markers
- Contents:**

– Elaboration of project design components

- Problem statement will be extracted from problem analysis process and results statements gathered from objective tree to formulate and complete the logical framework with proposed activities
- Stakeholder analysis done and engagement plan developed will be taken from Session 3.1 and Session 3.2
- Other parameters needed in the Monitoring and Evaluation Framework will be added to finalize the M&E system for the project

– Formulation of concept paper and prepare presentation

- Using MKCF EOI template, groups compile products and outputs into a coherent and concise document
- Groups prepare presentation based on concept developed for plenary review and discussion
- RP and MKCF team will provide support and advice in the process as needed