CAYAD Project Plan

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| Project Title: | |
| Prepared by: | Date: |
| Project Manager: | Start date: |
| Project Team: | Version: |

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| Project Purpose/Objective | *Provide an overarching statement indicating what the project aims to achieve.* | | | | | |
| Rationale | *Explain why you have chosen:*   1. *This area of focus.* 2. *Your approach or method. Include the main evidence indicating your approach is likely to achieve your objectives. E.g. published literature, community or stakeholder needs assessment.* | | | | | |
| Context | *Describe any environmental or contextual factors that may affect the success of this project.* | | | | | |
| Key outcomes | | What success looks like | | | How will you find out  (Data collection plan) | |
| *List the key short term (0-6 months) and medium term (6-18 months) outcomes you expect will change as a result of this project.* | | *For each outcome, list the measures (or indicators) you will assess to see if the outcome is being achieved.* | | | *For each measure, describe how you will collect relevant data during the project.* | |
| Resources/Budget | | | | | | |
| Staff Time: | | Indicative Budget: | | | Other resources: | |
| Partners/Stakeholders involved | *List stakeholders and level of involvement/engagement (e.g. primary or secondary)* | | | | | |
| CAYAD reference group endorsement | *Provide information about CAYAD reference group discussions related* | | | | | |
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| Action Plan | | | | | | |
| Key Tasks/Actions | | | Completion Date | Aligned National RBA Activity | | Data collection method |
| *Outline key steps/activities in the project* | | |  |  | |  |