

## OUTLINE OF PHASE II PROJECT PAPER

While the PP is designed to encompass all AID project activities and, as such, should be viewed as a modular document which can be expanded or contracted to meet the analytic needs of the particular project proposal, the substantive areas listed below are to be covered in project papers:

<u>Part 1.</u>	<u>Summary and Recommendations</u>	<u>Responsibilities</u>
	A. Face Sheet Data	
	B. Recommendations	
	C. Description of the Project	DP (Carner)
	D. Summary Findings	
	E. Project Issues	
<u>Part 2.</u>	<u>Project Background and Detailed Description</u>	
	A. Background	DP (Carner)
	B. Detailed Description	CDE(Reilly)
<u>Part 3.</u>	<u>Project Analyses</u>	
	A. Technical Analysis including Environmental Assessment	CDE(Reilly) CO, DP
	B. Financial Analysis and Plan	(Evan/Hooker)
	C. Social Analysis	DP (Scott)
	D. Economic Analysis	DP (Hooker)
<u>Part 4.</u>	<u>Implementation Planning</u>	
	A. Administrative Arrangements	Lash, CDE, DP (Stone, Reilly, Carner)
	B. Implementation Plan	Committee members
	C. Evaluation Plan	DP (Crandall)
	D. Conditions, Covenants and Negotiating Status	CDE/RLA (Standish, Zarr)
<u>Annexes</u>		
	A. AID/W PRP Approval Message	DP (Carner)
	B. Project Technical Details	CDE, Lash (Reilly)
	- - - Supplementary Technical details to augment the narrative in the paper(optional)	"
	- - - Itemized Technical /Equipment List	CDE, Lash (Reilly)
	- - - Maps/Drawings (Optional, but often useful)	"

Annexes

Responsibilities

- |   |                          |
|---|--------------------------|
| C. Environmental Assessment (if applicable)                                       | CDE (Reilly)             |
| D. Logical Framework Matrix (unless included in the body of the paper)            | DP and Committee(Carner) |
| E. Project Performance Tracking Network Chart                                     | (Carner) DP etc.         |
| F. Statutory Checklist  | RLA (Zarr)               |
| G. Mission Director's Certification (Capital-type projects only, per FAA 611 (e)) | RLA (Zarr)               |
| H. Borrower/Grantee's Application for assistance                                  | DP, Director             |
| I. Draft of Project Description to be used in the Project Agreement               | Stone and Committee      |
| J. Draft Authorizing document; any other requested Approvals                      | RLA (Zarr)               |