

Sample Technical Investment Proposal Form

Form A TECHNICAL FINANCIAL APPROVAL SHEET

A. Project Information

i. Title of Project	
i. Location / Coverage	
ii. Sponsoring Agency	
iii. Executing Agency	
iv. Project brief:	
Overview	<p>Background (The current situation and the key issues that need to be addressed through this TIP)</p> <p>Scope of the Proposal (Should be in accordance with the thematic areas; Should address basic capacities and have demonstrable impact on local service delivery accountabilities)</p> <p>Justification (Highlight also how the sponsoring agency is mandated to undertake the TIP and the comparative advantage it has in implementation)</p> <p>Design of the Activity:</p> <p>Implementation Arrangement Detail the logical and sequential steps that will undertaken for TIP implementation</p> <p>Methodology Approach Highlight the approach(e.g. training of trainers, development of material, participation, etc.) innovation</p>

	<p>from previous practices if any, and reflect participation and where applicable, local political commitment</p> <p>Linkages & Synergies Relationship with or building on other similar past / ongoing initiatives.</p> <p>Institutionalization Indicate how the TIP will result in sustainable mechanisms</p> <p>Target Group / Beneficiaries Indicate inclusion of marginalized segments such as women</p> <p>Mode of Implementation Public and / or Private service provision</p> <p>Evaluation What feedback mechanism has been incorporated in the TIP to measure the input, output, outcomes and over the duration of the TIP and beyond</p> <p>Risk Analysis Indicate likely events which may hamper the achievement of stated objectives and desired outcomes</p>
Objective(s)	Objectives: should be specific, measurable attainable, realistic and time bound
Time frame	Time frames of individual activities should be included
Responsibility	Indicate responsibility for supervision and implementation of TIP
Performance indicators	<p>Inputs (Human, organizational and physical resources contributed directly or indirectly by the stakeholder of a project, e.g. computers, staff, financial resources, etc.)</p> <p>Activities</p>

	<p>The coordination, technical assistance and training tasks organized and executed by project personnel e.g. number of training workshops, number of meetings held, number of visits undertaken, etc.)</p> <p>Outputs</p> <p>This is a short term developmental result that is the logical consequence of project activities e.g. number of reports generated number of persons trained, number of training modules and databases developed, etc.)</p> <p>Outcomes</p> <p>A medium term developmental result that is the logical consequence of achieving a combination of outputs, e.g. a more effective financial management, improved service delivery etc.</p>
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B. Expenditure Information

Amount:	<p>Total cost:</p> <ul style="list-style-type: none"> i. Details including: ii. Break up of costs of individual items iii. Rationale iv. Source of estimate (wherever possible) v. Assignment of cost for every activity
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C. Financing

Source of Financing:	<i>TAI Resources</i>
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<p>Implementing Agency Prepared by</p> <p>Checked by Approved by</p> <p>Date:</p>	<p>Cleared for submission to Technical Committee:</p> <p>Director/Deputy Director(Program) Project Director PSO</p> <p>Date:</p>
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