RAPID ASSESSMENT AND PRIORITY SETTING

Use checklists and tables to assess:

QUALITY
- Technical appropriateness
- Social and cultural acceptability
- Potential hazard to health
- Sustainability

QUANTITY
- Ratio of facilities/activities to population served
- Distribution of facilities/activities within the area served

USAGE
- Accessibility of facilities to all population sectors
- Appropriateness of operation and maintenance structures to support sustainability

Compare data with recommended minimum objectives and prioritise interventions accordingly

OUTLINE PROGRAMME DESIGN

Produce plan of action by:

- Identifying the main problems, constraints and points of interest from the assessment
- Selecting appropriate technical solutions
- Comparing with current practice
- Selecting appropriate managerial, social and financial solutions
- Determining the degree of urgency for intervention

Prepare outline programme design and send for approval

IMMEDIATE ACTION

Select immediate actions that produce minimal conflict with the outline design proposals

Implement immediate actions

DETAILED PROGRAMME DESIGN

Outline design approved?

NO

Revise outline programme design

YES

Carry out in-depth consultations with key stakeholders to:
- Gather additional information
- Develop demand
- Increase stakeholder ownership
- Improve decision making

Using the data gathered and involving key stakeholders:
- Develop the activity time frame
- Determine responsibilities
- Select materials and logistics
- Calculate the budget
- Produce the Logical Framework

Submit detailed programme design for approval

IMPLEMENTATION

Detailed design approved

NO

Revise detailed programme design

YES

Establish:
- Management structures
- Contingency plans
- Monitoring procedures
- Evaluation procedures

Use structures and procedures to manage:
- Staff
- Finances
- Outputs
- Information
- Resources
- Time
- Stakeholders