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| **Tool 4a: Narrative Work Plan Template** |
| Producing ISCL recommendations  Objective 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Activity | Description | Deadline | Milestone | Person in charge | | Activity 1.1: Name of activity | Describe the activity | When should be complete the activity | Critical indicator of result | The person and organization in charge of the work | | Activity 1.2: Name of activity | Describe the activity | When should be complete the activity | Critical indicator of result | The person and organization in charge of the work | | …. |  |  |  |  |   Timeline templates   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Activity** | **Responsible** | **Status** | **Year 1** | | | | **Year 2** | | | | **Year 3** | | | | **Year 4** | | | | | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | | **Activity 1.1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |

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| **Tool 4b: Timeline Work Plan Template** |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Activity** | **Responsible** | **Status** | **Year 1** | | | | **Year 2** | | | | **Year 3** | | | | **Year 4** | | | | | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | | **Activity 1.1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Task | Insert | Not started |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |

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| **Tool 4c: Budget Template** |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Contents** | **Implementing by** | **Total** | **Co-financing** | **Sources** | **Year 1** | **Year 2** | **Year 3** | |  |  |  |  |  |  |  |  | | **Objective 1** |  |  |  |  |  |  |  | | ***Activity 1.1*** |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | ***Activity 1.2*** |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Subtotal - Objective 1** |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Objective 2** |  |  |  |  |  |  |  | | ***Activity 2.1*** |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | ***Activity 2.2*** |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | | *Insert budget line heading* |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Subtotal - Objective 2** |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Total** |  |  |  |  |  |  |  | |