

New Project Appraisal Rating Matrix and Reference Documents

Vote	The Presidency	Priority within the Vote	1 / 10	Desk Officer	<enter> Joanna X. Phiri
Project Name	Capacity Development of Financial Management for Ministry of Human Quality				
Has the project been pipeline?	<enter> No				
Total Score	21	/ 35	Minimum pass Score is 20 (60%)		

1	Category		Scoring Max	Total Score	Minimum score		
1	Project Type If 0, do not proceed to appraise. Communicate to the ministry that it is rejected.		3	1	1		
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks	Reference points in the template and other reference documents	Further Explanation
1.1		3=Development/Infrastructure, 2=Development/Hybrid, 1=Development/service, 0=Recurrent	3	<Select: 0-4> 1	<Enter>	Template A. General Information 2. Project Type	

2	Category		Scoring Max	Total Score	Minimum score		
	Relevance If relevance is 3 or less the project is rejected and don't proceed to other appraisal processes		8	3	4		
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks	Reference points in the template and other reference documents	Further Explanation
2.1	National level (e.g. National Development Plan and its Key Priority Area:KPA)	4=Addresses KPA, 2= National Development Plan but not KPA, 0=Not clear or Not aligned	4	<Select: 0-4> 3	<Enter>	Template A. General Information 5. Alignment to National Development Plan B. Project Outline 1. Background 2. Project Rationale	The Appraiser should check not only A General Information column but also examine whether indeed the project is aligned to National Development Plan and its KPA from B. Project outline as well.
2.2	Sectoral Level	1=Project implements sector strategy, 0= project does not implement sector strategy	1	<Select: 0 or 1> 1	<Enter>	Template B. Project Outline 1. Background 2. Project Rationale Documents Sector Plan and/or Ministry Strategic Plan	Currently DB indicates Sector Code. So alignment to the sector strategy has to be explained separately under B.
2.3	Needs Level	3=Need is critical, 2=need is sufficient, 1=need for a project is weak, 0= no clear need is being addressed or no data on project needs	3	<Select: 0-3> 2	<Enter>	Template B. Project Outline 1. Background 2. Project Rationale	Whether the project is addressing the real need or not? Projects which did not address critical need: eg.) Post Gender Empowerment Project, Hostels for Elderly People Project. The Appraiser should indicate how he judged

3	Category		Scoring Max	Total Score	Minimum score		
	Effectiveness If score is below 2, the project is poorly designed and should be referred back for refinement		6	5	2		
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks	Reference points in the template and other reference documents	Further Explanation
3.1	Activity to Output (Logical flow)	How likely is it that stated outputs will be generated from stated project activities and stated inputs? 2=Very likely, 1= Likely, 0= Unlikely	2	<Select: 0-2> 1	<Enter>	Template B. Project Outline 3. Project c. Outputs/Results e. Activities Documents Logframe of the Project	

3.2	Outputs to Outcome (Logical flow)	Are stated outputs to guarantee realisation the project outcome(s) in terms of quantity and quality? 2=Very likely, 1=Likely	2	<Select: 0-2> 2	<Enter>		<u>Template</u> B. Project Outline 3. Project Logical Framework c. Outputs & b. Project Purpose	Project purpose=Outcome
3.3	Adequacy and clarity of indicators	How are the given indicators? 2=Very SMART 1= SMART 0= Non-SMART	2	<Select: 0-2> 2	<Enter>		<u>Documents</u> <u>Template</u> H. Monitoring and Evaluation 2. Monitoring Indicators b. Outouts -Indicators	Here we would like to see output indicators.

4	Category		Scoring Max	Total Score	Minimum score			
	Efficiency		6	3				
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks		Reference points in the template and other reference	Further Explanation
4.1	Input/output ratio (value for money)	2= satisfactorily efficient, 1= moderately efficient, 0= inefficient <i>*Standardised unit cost of investments should be confirmed and prepared for appraisal.</i>	2	<Select: 0-2> 1	<Enter>		<u>Template</u> B. Project Outline 5. Social Economic and Environmental Analysis e. Cost-Benefit Analysis Results H. Monitoring and Evaluation E. Activity/Item Costing Matrix F. Financing 1. Fianancial Outlay for Project Period <u>Documents</u> Unit cost information from line	
4.2	Institutional capacity	2= demonstrated institutional capacity to implement the project; 1= (Limited) institutional capacity, 0= No capacity to handle the project	2	<Select: 0-2> 1	<Enter>		<u>Template</u> B. Project Outline 7. Institutional Framework <u>Documents</u> Ministerial Meeting Minutes	The institutional capacity and institutional structure to implement the project has to be demonstrated. Whether they rely on
4.3	Time efficiency	2= It is very clear that outputs are generated within reasonable time or earlier, 1= Outputs may be generated within reasonable time, 0= Outputs are generated beyond reasonable time	2	<Select: 0-2> 1	<Enter>		<u>Template</u> A. General Information 12. Planned Period of Implementation B. Project Outline c. Outputs d. Activities C. Monitoring and Evaluation 2. Monitoring Indicators b. Outputs -Indicators	

5	Category		Scoring Max	Total Score	Minimum score			
	Impacts		6	3				
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks		Reference points in the template and other reference	Further Explanation
5.1	Likelihood of achieving overall objective (of the project, in reference to sector overall objective)	Would this project contribute to the stated impact? 2=Very likely, 1=Likely, 0= Unlikely. Please state your reasoning or assumptions.	2	<Select: 0-2> 1	<Enter>		<u>Template</u> A. General Information 12. Planned Period of Implementation B. Project Outline 3. Project Overall Goal/Impact 3. Project Logical Framework a. Project Purpose c. Outputs d. Activities 5. Social and Economic and Environmental Analysis a. Impact on other Government projects and activities C. Monitoring and Evaluation 2. Monitoring Indicators <u>Documents</u>	
5.2	Social Economic impact	2=Positive impact, 1= No impact, 0= Negative impact	2	<Select: 0-2> 1	<Enter>		<u>Template</u> B. Project Outline 5. Social Economic and Environment Analysis b. Impact on business sector c. Impact on community	
5.3	Environment	2=Positive impact, 1=No impact on environment 0= Negatively impacts the environment	2	<Select: 0-2> 1	<Enter>		<u>Template</u> B. Project Outline 5. Social Economic and Environment Analysis d. Impact on the environment (EIA results) <u>Documents</u> Environmental Impact Assessment Report	

6	Category		Scoring Max	Total Score	Minimum score			
	Sustainability		6	6				
	Appraisal Criterion	Notes for Criterion	Scoring frame	Score	Remarks		Reference points in the template and other reference	Further Explanation
6.1	Financial sustainability	Post project O&M is 3=demonstrated 1=questionable 0=not possible, not sustainable (for both infrastructural and non-infrastructural project)	3	<Select: 0-3> 2	<Enter>		Template B. Project Outline 6. Sustainability	
6.2	Institutional and Management	2= Demonstrated continued institutional ability 1=questionable (limited), Institutional set-up and/or capacity is limited for enjoyment of benefits beyond project lifespan 0=not possible / not sustainable	2	<Select: 0-2> 2	<Enter>		Template B. Project Outline 6. Sustainability 7. Institutional Framework	
6.3	Acceptability	Remove score2 1= less likely to face problems, 0=more likely to face problems, in terms of whether project deliverables will remain socially acceptable and	1	<Select: 0 or 1> 2	<Enter>		Template B. Project Outline 5. Social, Economic and Environmental Analysis c. Impact on community (poverty and social impact)	

7	TOTAL MAXIMUM SCORE	Scoring Max	Total Score	Minimum score			
	Minimum pass Score is 20 (60%)	35	21	20			

8	Other considerations							
	Appraisal Criterion	Notes for Criterion	Score	Remarks		Reference points in the template and other reference documents	Further Explanation	
8.1	Readiness of the project	In case of projects which were outside PSIP, when they are included to the PSIP >> e.g Has the project commenced, are designs available, land acquisition, procurement		<Enter>	<Enter>		Template A. General Information 2. Readiness of Project	
8.2	Source of Project	1=Presidential or Cabinet Pronouncement or Directives 2=International requirement		<Select: 1 or 2>	<Enter>		Template A. General Information 2. Project origin	

9	Recommendations	Remarks
9.1	<Enter: Recommendation (continue, pend, terminate, ending) and contributing factors for that decision>	