National Project Document Template

Country Name	
Priority No.	
Project Title	*From the CPN – can be adjusted.*
Project Duration	*Indicate a realistic starting date, bearing in mind that projects cannot start until minimum National Participation Costs (NPCs) have been paid, and the number of years required to complete the project. (In the case of projects expected to exceed four years, an assessment will be conducted before the end of the fourth year to decide on the validity of an additional year.)*
Field of Activity	*Please refer to the list of FoAs and select as appropriate.*
Counterpart Institution(s) (starting with the institution that will lead and host the project)	
Names and contact details of responsible Project Counterpart(s) (starting with the main CP)	
Project Summary/Abstract (max 300 words)	

SECTION 1: PROJECT BACKGROUND AND JUSTIFICATION

Problem to be addressed	*Describe the major problem to be addressed by the project, its causes and effects; and refer to the relevant situation analysis in the Country Programme Framework (CPF) and/or a National Development Plan/Programme (NDP). Include data or statistics that describe the current situation, with references to sources.* *Describe past efforts to address the problem, including IAEA and TC support provided, and, where appropriate, how the current project proposal builds on past TC projects.* *Ensure consistency with the CPN submitted by the NLO.* *Attach any supporting documents (e.g. National Development Programme).*
Stakeholders	*Describe the relevant stakeholders, end users, and beneficiaries, and their roles and responsibilities in designing, implementing and monitoring the project. This should reflect the result of the stakeholder analysis, and may also be informed by the Thematic Area analysis in the CPF.*
Partnerships	*Summarize any existing agreements/arrangements and/or consultations with technical, financial and/or strategic partners who could assist in achieving the outcome of the project. Clearly define contributions of each partner.*
Nuclear technique(s) to be used in addressing the problem, or nuclear/radiation safety actions. Role of IAEA.	*Indicate the nuclear or related technique(s) that would be used. Why are these nuclear techniques the best choice to address the problem and what comparative advantage do they have over non-nuclear techniques? Or, indicate the proposed actions for supporting the development of an adequate national infrastructure for the safe use of nuclear technologies.* *Refer to CPF, where relevant.* *What specific role is the IAEA expected to play in the project? Include results from previous or ongoing efforts in collaboration with IAEA.*

SECTION 2: PROJECT DESCRIPTION

<table>
<tr><td>Overall Objective (or Developmental Objective)</td><td colspan="4">State the overall objective to which the project will contribute.
Elaborating on the LFM, describe how the overall objective links to a national/broader development programme or priority, and to the relevant CPF Thematic Area Outcome. The description of the overall objective should clearly reflect the problem and objective analysis. The objectives and/or problem tree may be attached for ease of reference</td></tr>
<tr><td>Outcome (Project Specific Objective)</td><td colspan="4">The change expected after project completion. The benefit or improvement which will occur after the achievement of the project outputs and as a consequence of their use.</td></tr>
<tr><td>Performance Indicator(s)</td><td colspan="4">Describe how the changes expected after project implementation can be measured.
The Outcome and Output indicators must include a baseline, a target and a timeframe. The baseline represents the situation prior to the project intervention, against which progress can be assessed. Refer to the Results Framework of the CPF, where relevant.</td></tr>
<tr><td>Project Logical Framework Matrix (LFM)</td><td colspan="4">Attach the full Logical Framework Matrix (Appendix A).</td></tr>
<tr><td>Physical Infrastructure and Human Resources</td><td colspan="4">What physical infrastructure and human resources are available to support the project at the counterpart institution(s)? Include examples, e.g. existing laboratories, suitable buildings, number and type of staff that will be directly involved in this project and logistics (i.e. transport for implementation of field studies/trials). List any national resource centres that would play a major role in the implementation of the project.</td></tr>
<tr><td>Sustainability</td><td colspan="4">Describe how the project outputs and outcomes will be sustained. State how the project ownership will be ensured through effective leadership and the commitment of resources during project implementation, as well as after project completion to ensure its sustainability.</td></tr>
<tr><td>Safety and Regulatory Compliance</td><td colspan="4">This section should be completed in consultation with the relevant regulatory body. Confirm that the counterpart institution(s) comply with all the applicable safety and regulatory standards. If not, specify the gaps and indicate how they will be addressed. Refer to the “Radiation safety and security” section of CPF.</td></tr>
<tr><td>Cross-cutting issues: (a) Environment and (b) Gender</td><td colspan="4">(a) Indicate if the project has a potential positive or negative effect on the environment (quality of air, water, land and ecosystem). In the case of negative effect(s), indicate the mitigation measures.
(b) Describe any efforts to assess the different implications for women and men of any planned action, including legislation, policies or programmes and indicate if a gender analysis has been conducted for this project or whether it is linked to any national, thematic or institutional gender strategy. Describe any related activities, results and indicators.</td></tr>
<tr><td>Funding and project budget</td><td colspan="4">Provide an estimate of the total project costs and the funding expected from each stakeholder:</td></tr>
<tr><td></td><td colspan="2"></td><td>Euro</td><td>Comment</td></tr>
<tr><td></td><td colspan="2">Government cost-sharing including Counterpart Institution(s)</td><td></td><td></td></tr>
<tr><td></td><td colspan="2">Other partners</td><td></td><td>Clearly specify partner and contribution to the project</td></tr>
<tr><td></td><td rowspan="3">IAEA TCF:</td><td>FE/SV/TC/Meetings</td><td></td><td></td></tr>
<tr><td></td><td>Experts</td><td></td><td></td></tr>
<tr><td></td><td>Equipment</td><td></td><td></td></tr>
<tr><td></td><td colspan="2">TOTAL</td><td></td><td></td></tr>
<tr><td></td><td colspan="2"></td><td></td><td></td></tr>
</table>

SECTION 3: IMPLEMENTATION ASPECTS

Implementation Strategy	*What steps will be taken to achieve the expected results? Describe the project milestones, the role of implementing institutions and other stakeholders. Include all activities required to achieve project outputs, not just activities implemented with IAEA inputs. Describe overall management roles and responsibilities, leadership, and practical arrangements.*
Monitoring and Reporting	*Describe the monitoring plan or framework, including monitoring mechanisms and tools.* *Submission of the annual electronic Project Progress Assessment Report (PPAR) is mandatory, through TC-reports* https://tcreports.iaea.org/ .
Risk Management	*Describe potential risks that could affect or hamper overall project implementation, their likelihood of happening, and ways to mitigate/manage them. Risks are not under the control of the project team but should be identified, with proposed mitigation measures in case they occur. Examples are changes in national policies/priorities, institutional restructuring, reallocation of resources and/or budget reduction. The latter also includes the shift of a significant component of the project budget into a footnote-a/ component.*

SECTION 4: WORKPLAN

Project Workplan	*Complete the workplan (Appendix B) and indicate below additional relevant information, if any.*