

1. Name of the project	2. Objectives of the project	3. Expected results of the project
4. Start date	5. End date	6. Duration of the project
7. Budget	8. Resources	9. Risks
10. Stakeholders	11. Communication plan	12. Monitoring and evaluation plan

Activity	Start	End	Duration	Resources	Budget	Risks	Stakeholders	Communication	Monitoring	Evaluation
1. Project initiation	2023-01-01	2023-01-31	31 days	1 person	10000	Low	Project Manager	Weekly	Weekly	Weekly
2. Project planning	2023-02-01	2023-02-28	28 days	2 people	20000	Low	Project Manager, Team Lead	Weekly	Weekly	Weekly
3. Project execution	2023-03-01	2023-03-31	31 days	5 people	50000	Medium	Project Manager, Team Lead, Team Members	Daily	Daily	Daily
4. Project closure	2023-04-01	2023-04-30	30 days	2 people	10000	Low	Project Manager, Team Lead	Weekly	Weekly	Weekly
5. Project review	2023-05-01	2023-05-31	31 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
6. Project reporting	2023-06-01	2023-06-30	30 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
7. Project archiving	2023-07-01	2023-07-31	31 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
8. Project evaluation	2023-08-01	2023-08-31	31 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
9. Project dissemination	2023-09-01	2023-09-30	30 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
10. Project sustainability	2023-10-01	2023-10-31	31 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
11. Project impact assessment	2023-11-01	2023-11-30	30 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly
12. Project knowledge management	2023-12-01	2023-12-31	31 days	1 person	5000	Low	Project Manager	Weekly	Weekly	Weekly

