

Logical Framework

What is the Logical framework and which purpose does it serve

Each project proposal must be framed in a structured way so that it is clear what it is about, how much it is going to cost, how much time it will approximately take, etc. The Logical framework document is used to: frame the main project parameters in a structured way and to communicate the parameters to the surroundings. In terms of interpersonal communication it is advisable to use the same structure for project proposals in one template. It is much easier to communicate and compare individual proposals.

When is the document prepared

The document is prepared during initial considerations to carry out a project when it is decided to carry on with the project or not.

Who participates in the preparation process

It is best if the project is prepared by a group consisting of the main expected stakeholders.

When is the document used

Primarily, it is used during the **pre-project phase** and then as an **input during the planning phase**. Sometimes it is used during the whole project life cycle (unless it is replaced with another document).

Process of document preparation

If it is clear from the beginning which parties will be most impacted by the project, it is advisable to invite the parties to work on the document. The actual Logical framework document is created using a fairly simple table, however the information included in the table can be the result of long and intense discussions. Unless the opinions of the main stakeholders are considered from the beginning, the project proposal can have serious flaws.

1. Determine the **project objective** – which needs of the contracting authority should the project fulfil? Why does the contracting authority want to implement the project? What should the status of the addressed issues at the end of the project be?;
2. determine the **project outputs** in order to achieve the objective – what specifically should be produced, delivered?;
3. determine the **group of key activities** in order to achieve each specific output – what will the creation of specific outputs roughly look like?;
4. determine the **purpose** – what is the wider strategic endeavour within which the project takes place? Which wider, long-term benefits should the project support?;
5. **verify** compliance with vertical logic by taking the if-then test;
6. determine the **required preconditions** at each level (usually from the bottom up);
7. determine **objectively verifiable indicators** in terms of objectives, outputs, purpose – how can we tell that the items in the first column are really met?;

8. determine the **resources and verification method** – how can we verify the indicators?;
9. determine the **cost of activities** – implementation budget (resources) – how much will each listed activity cost?;
10. **reevaluate** project proposal on the basis of experience with similar projects;
11. **check** the table as a whole, make necessary amendments.

Note: In order to fill in the document correctly, it is advisable to study this tool more.

	Description	Objectively verifiable indicators	Verification method	Preconditions for implementation
Purpose	To improve graduate skills; To increase the number of students interested in studying at our school;	1) To increase student applications in view of the ratio of the number of students in the given year by 10% 2) To increase better graduate feedback by 10%	1) Number of applications 2) Results of surveys among main employers	----
Objective	The language skills of our students will have increased by the end of Y.	50% of the students in question will have reached at least the B1 level in June in Y pursuant to the reference framework for English and German	Official certification results	<ul style="list-style-type: none"> • Good proficiency in other subjects • Potential applicants will learn about the improved quality
Project outputs	1) A multi-media language classroom has been built 2) Stays abroad for students have taken place 3) Internships abroad for 10 teachers have taken place 4) Preparatory courses for certification exams have taken place 5) 4 language modules for teachers have taken place	1) Approved as fit for use 2) 3 stays abroad for 20 students 3) 10 teachers were trained 4) 60 students prepared for certification exams 5) The quality of teachers has improved by 10% minimum	1) Occupancy permit 2) Invoices, delivery notes, ... 3) Results of end of course tests 4) Attendance lists 5) Results of comparative tests before and after the course	<ul style="list-style-type: none"> • Participants – teachers and students will actively participate in the course (no passive attendance with no consequences) • The course quality will be at an acceptable level • Internship and stays abroad will improve language skills
		Resources	Rough time frame	
Main groups of activities	1.1) Concept preparation 1.2) Selecting a supplier 1.3) Implementation 2.1) Selecting suppliers 2.2) Implementation 3.1) Selecting a supplier 3.2) Implementation 4.1) Concept preparation 4.2) Preparation of contents 4.3) Implementation 5.1) Selecting a supplier 5.2) Implementation	1.1) 5 person-days 1.2) 5 person-days 1.3) 10,500,000; 15 person-days 2.1) 5 person-days 2.2) 1,500,000; 40 person-days 3.1) 5 person-days 3.2) 200,000; 20 person-days 4.1) 5 person-days 4.2) 40 person-days 4.3) 45 person-days 5.1) 5 person-days 5.2) 300,000	1.1) 2 weeks 1.2) 1 month 1.3) 1 month 2.1) 1 month 2.2) 2 months 3.1) 1 month 3.2) 2 weeks 4.1) 1 week 4.2) 2 weeks 4.3) 2 weeks 5.1) 1 month 5.2) 6 weeks	<ul style="list-style-type: none"> • Suitable suppliers • Sufficient number of stakeholders – target groups • Parents will want to participate in co-financing foreign trips
The project will not discuss			Preliminary conditions	

Students and teachers apart from the 2nd year students of English and German.

The method of financing of our school will not change.