

CDC Paper No

**Memorandum
on
Progress Report No.()
on
Project: ()
submitted by
Executing Agency
for
Cabinet Development Committee**

Salient Project Features:

Project Objective(s):

Original Cost: ²⁴

Latest Approved Cost: (date)

Progress to date:

Original IRR²⁵:

Latest IRR: (date)

Donor:

EPPD Comments:

Recommendations:

The Memorandum is an assessment of the progress report on project implementation prepared by the Executing Agency. The Memorandum to be prepared by FD and submitted to CDC for consideration.

²⁴ for certain funded projects, project expenditure which occur in donor country may not be made available

²⁵ if costs and benefits can not be described in financial and/or economic terms, benefits and costs to be elaborated on within the concept of project cost-effectiveness.

The format of the Memorandum to follow the outline given below

5. Assessment of the Submission

The assessment to focus on how the submission impacts critical project parameters within the following framework:

- *what are the implications of the project reaching its development objectives*
- what are the implications on the project design
- what are the gender implications
- what are the environmental implications
- what are the implications on the total project capital costs (broken down in local and foreign cost components) and the recurrent costs and how does that affect the overall financial fund allocation
- what are the implications on the schedule of project completion
- what are the implications on the financial and economic returns (alternatively the cost-effectiveness) of the project
- have alternative solutions been considered

- are the proposed recommendations based on sound judgements

- what would be the implications of not approving the recommendations

6. EPPD Comments

7. Recommendations

8. Signature AS/EPPD

9. Date

1 June 2000