

## FLDP Implementation Plan

ID	Task Name	Early Start	Early Finish	Resource
<b>Phase One: Planning</b>				
1	Needs Assessment			
1.1	Review literature	1/4/2003	1/6/2003	
1.2	Gather information through students	1/5/2003	1/6/2003	
1.3	Gather information through faculty members	15/5/2003	15/6/2003	
1.4	Investigate other programs at various universities	1/4/2003	1/6/2003	
1.5	Analyze data collected and discuss results	1/6/2003	1/10/2003	
1.6	Determine needed competencies	1/6/2003	1/11/2003	
1.7	Develop training matrix	1/6/2003	1/2/2004	
2	Select and qualify Trainers			
2.1	Create database of trainers	1/11/2003	1/6/2004	
2.2	Nominate and Train the core group of trainers	1/6/2004	1/8/2004	
2.3	select group(s) from among the FS members within PU	1/11/2003	24/1/2004	
2.4	Train the selected group(s) as trainers (TOT workshops)	24/1/2004	13/4/2005	
3	Dissemination			
3.1	Develop dissemination plan			
3.2	Awareness campaign throughout the PUs	17/4/2004	————	
4	Establish a sustainability mechanism			
4.1	Reform legislation governing the promotion of FM	1/4/2003	15/9/2004	
4.2	Develop data-base of training centers in the PU	1/8/2003	1/4/2005	
4.3	Evaluate training centers in the PU	1/9/2004	————	
4.4	Establish training centers in each PU	1/9/2004		
4.41	Preparing the RFP			
4.42	Distribution of the RFP			
4.43	Review of the vendor's completed proposal& ref. Calls			
4.44	Final Selection and contract Negotiation			
4.45	Establishment of the training centers	1/8/2003	1/9/2005	

ID	Task Name	Early Start	Early Finish	Resource
5	Design training materials and manuals	12/2003	2/2004	
5.1	Select developers of training materials	1/2004	3/2004	
5.2	Develop course training material	3/2004	8/2004	
5.3	Develop trainer's manual	3/2004	8/2004	
5.4	Develop trainee manual	3/2004	8/2004	
5.5	Conduct per review evaluation	1/6/2004	30/8/2004	
5.6	Conduct training workshops led by material developers	27/6/2003	5/8/2004	
<b>6</b>	<b>University Training Strategy</b>			
5.1	Design training strategy application	1/2/2004	15/3/2004	
5.2	Develop training strategy material	15/3/2004	15/4/2004	
5.3	Training strategy workshops			
5.3.1	First Training Strategy Workshop	28/4/2004	29/4/2004	
5.3.2	Second Training Strategy Workshop	5/5/2005	6/5/2004	
5.4	Receiving university training strategies and investigate them	1/6/2004	1/9/2004	
	<b>Phase Two: Implementation</b>			
<b>7</b>	<b>Ongoing Training</b>			
7.1	Cycle 1	1/9/2004	28/2/2005	
7.1.1	Application forms and guidelines	1/7/2004	1/8/2004	
7.1.2	RFP preparation and submission	1/8/2004	1/9/2004	
7.1.3	Review activities evaluation	1/9/2004	15/9/2004	
7.1.4	Contracting	1/9/2004	28/8/2004	
7.2	Cycle 2	15/3/2005	15/9/2005	
7.3				
7.3	Cycle evaluation (*)	15/10/2004	15/2/2005	
7.31	Participant feedback	15/10/2004	28/2/2005	
7.32	University feedback & Evaluation	15/1/2005	14/3/2005	
7.33	Review/Assess cycle training practices (Material, Trainers, Application, training matrix)	1/3/2005	15/3/2005	
7.44	Improve training practices in following cycle	1/3/2005	15/3/2005	

(\*) To be repeated for all cycles.

