Minimum requirements
for RBM in technical cooperation

1. PROBLEM ANALYSIS
   Explore the root causes of the problem.

2. STAKEHOLDER ANALYSIS
   Identify beneficiary needs and other actors providing similar technical assistance.

3. VALUE ADDED
   Propose a unique solution that targets one or more of the root causes.

4. RESULTS FRAMEWORK
   (or logical framework)
   Link activities to outputs and to medium and long term results.
   List assumptions made and indicators to measure progress.

5. WORKPLAN
   Establish the sequence of activities and expected duration.
   Plan for contingencies.
   Assign responsibilities.

6. BUDGET
   Estimate realistically the project costs.

7. MONITORING
   Define the monitoring plan (who does what when).
   Measure and document progress on the indicators.

8. EVALUATION
   Answer "what worked well?" and "what could have been done better" using the UN evaluation criteria of relevance, efficiency, effectiveness and sustainability.

9. REPORTING
   Report on implementation (quarterly) and on impact (twice a year) to the Division Director and UNCTAD Technical Cooperation Service.

10. LESSONS LEARNED
    Discuss lessons learned and reflect them in decision-making and future projects.