

SMART PROJECT MANAGEMENT MODEL

PROJECT TITLE

VALUE PROPOSITION What service(s) ? What solution(s) ?

PROJECT TEAM

Project Manager(s)
Team member(s)
Project partner(s)

MONITORING & EVALUATION

COMMITTEE
Composition (internal and/or external actors)

PREREQUISITES



Strategic vision



Political will



Leadership



Openness



1 PLANNING

DIAGNOSIS

- Territorial/global
- Specific

SUSTAINABILITY

- Social
- Economic
- Environmental

SMART DIMENSIONS

- PEOPLE
- ENVIRONMENT
- MOBILITY
- LIVING
- GOVERNANCE
- ECONOMY

COMM. STRATEGY

- Targets ? Channels ?
Messages ?

OBJECTIVES

What are the strategic and operational objectives of the project ?

ACTION PLAN

- What actions and initiatives are needed to achieve the objectives ?
- What is the foreseen timeline for their implementation ?

RESOURCES

- What are the estimated needed (internal/external) resources to implement the project ?
- How will citizens be involved ?

TECHNOLOGIES

- What kind of technological solutions will be implemented ?
- Can existing technologies be used ?

FINANCING

- What is the estimated total budget available ? How is it divided ?
- Is the project expected to generate a cost or a profit ?

LAW

What types of legal regulations will the project be subject to ?

2 IMPLEMENTATION Last update on :

ACTION PLAN

- What actions and initiatives are being implemented to achieve the objectives ?
- What is the updated calendar for their implementation ?

RESOURCES

- What resources (internal/external) are mobilized for the project implementation ?
- How are citizens involved ?

TECHNOLOGIES

What kind of technological solutions are being implemented ?

FINANCING

- What percentage of the total budget has been used so far ?
- What amount of the total funding has been used ?
- Does the project generate a cost or a profit ?

LAW

What types of legal provisions is the project being subject to ?

INDICATORS

What indicators will be used to monitor the implementation of the project ?

CLIENT SATISFACTION AND CITIZEN ENGAGEMENT

- What indicators will be used ?
- Is the use of measurement tools planned (surveys, questionnaires...)?

EVALUATION Gather the monitoring & evaluation committee

INDICATORS

- What indicators have been used to evaluate the project ?
- What results have been reached ?

CORRECTIVE MEASURES

What new actions need to be planned and implemented ?

CLIENT SATISFACTION AND CITIZEN ENGAGEMENT

- What indicators have been used ?
- Were some measurement tools used (surveys, questionnaires...)?
- What are the results ?

REPORTING OF RESULTS

- How will results be communicated ? In what format ?
- Who are the beneficiaries of that reporting ?