



REPUBLIC OF UGANDA

MINISTRY OF GENDER, LABOUR AND SOCIAL DEVELOPMENT

NATIONAL SPECIAL GRANT FOR PERSONS WITH DISABILITIES (NSG)

PROJECT APPRAISAL FORM

(To be completed by the Appraisal Team)

1. PROJECT NAME _____

2. SECTOR: _____

3. PROJECT LOCATION:

Village/Cell: _____

Parish/Ward: _____

Sub-county/TC/Division: _____

District: _____

4. DATE OF APPRAISAL MEETING: _____

REQUIREMENTS: Each project file submitted for Desk Appraisal by STPC should have the following:

- *Copy of Project Application Form (PAF) duly completed (with complete list and photographs of the direct/primary beneficiaries, project specifications, budget and business plan);*
- *Original copy of the EPRA report with attendance lists;*
- *Copies of minutes of the community and planning meetings;*
- *Valid Land Agreements/Guarantees in case the project requires land.*

5. ELIGIBILITY CRITERIA

- (i) Is there documented evidence of Persons with disabilities participation in the needs identification and planning processes at the community level (EPRA Report, community minutes, attendance lists etc..)?

Yes [] NO [].

- (ii) Is there documented evidence that the beneficiary selection was done by the recommended committee and in line with the Programme Guidelines?

Yes [] NO [].

- (iii) Is the Project Application form duly completed (including passport photographs and photocopy of national ID of each beneficiary)

Yes [] NO [].

- (iv) Are the intended beneficiaries the target group of the Programme?

Yes [] NO [].

- (v) Is the Project cost within the funding ceilings set under the Programme?

Yes [] NO [].

6. APPRAISAL CRITERIA

CRITERIA	SCORE (Tick against the score)		
A. PROJECT APPRAISAL (On a scale of 0-2, where: "0" means unsatisfactory and "2" very satisfactory)			
(i) Is the project consistent with the national, sector and district priorities?	0	1	2
(ii) Can the relevant ministry/department provide any needed technical support to ensure sustainability of the Project (<i>Verify with the relevant department</i>)	0	1	2
(iii) To what extent is the Project likely to benefit the poor/unemployed persons with disabilities? (<i>viability analysis</i>)	0	1	2
(iv) Does the project site permit easy access for all beneficiaries without limitation or impediment? (<i>Assess location and land ownership issues if any</i>)	0	1	2
(v) Is the size of the project simple enough to be implemented by Persons with disabilities?	0	1	2
(vi) Is the technology simple enough to be manageable by the persons with disabilities in the community?	0	1	2
(vii) Is there a sound Project sustainability plan?	0	1	2
(viii) What is the level of experience of the Group members in similar Projects?	0	1	2
B. ENVIRONMENTAL APPRAISAL (Using the environmental checklist)			
(i) Has the Persons with disabilities group considered and identified potential negative environmental effects if any?	0	1	2
(ii) Are the proposed mitigation measures feasible?	0	1	2
(iii) Is there a good plan for monitoring environmental effects?	0	1	2

CRITERIA	SCORE (Tick against the score)
TOTAL SCORE (0 to 22)	

7. OVERALL ASSESSMENT

Assessment	Decision Guide	Tick as appropriate
Recommended for funding	<ul style="list-style-type: none"> ■ If the answer to all the questions in section 6 (Eligibility Criteria) is “YES” ■ If the overall score for section 7 (Appraisal Criteria) is ≥11 (above 50%) 	
Deferred	<ul style="list-style-type: none"> ■ If the answer to any of the questions in section 6 (Eligibility Criteria) is “NO”. ■ If the overall score for section 7 (Appraisal Criteria) is less than 11 (less than 50%) ■ If the project requires changes in certain areas. 	

8. APPRAISAL TEAM

NAME	DESIGNATION	SIGNATURE	DATE
1.			
2.			
3.			
4.			
5.			