**KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY**

**KNUST RESEARCH FUND (KREF)**

**TEMPLATE FOR IMPLEMENTATION PLAN (IP)**

*All KReF awardees must develop a detailed Implementation Plan (IP) to serve as a working document for the project. The IP also serves as a monitoring and evaluation tool for all project stakeholders. The IP is a direct transformation of the approved proposal into an action-oriented document that guides the project's implementation process. The Implementation Plan shall be the main reference point in reviewing all Progress and Completion reports from the project. The entire document must not exceed ten (10) pages. Any other information may be attached as appendices.*

# **Background of the Project**

Provide a brief overview of the project and state of the art of research area from global and national perspectives.

# **Overall Goal of the Project**

Indicate the expected end-state results or outcomes envisaged upon completion of the research project. Specific emphasis on the contributions of the research to the existing body of knowledge on the subject area, policy or practice.

# **Specific Objectives**

Outline the specific objectives of the project with regards to what the project seeks to achieve with the planned activities

# **Research Methodology**

Briefly describe the research approach or methodologies to be deployed in the implementation of the project

# **Project Activities and Expected Outputs**

Outline the specific activities to be carried out in the project and their expected outputs

# **Project Team and their Roles**

Describe the specific roles of all team members as named in the approved proposal including the Postgraduate students

# **Risks and Mitigating Measures**

Outline any envisaged event or occurrences that have the potential to jeopardize the success of the project or the achievement of stated results.

# **Monitoring, Learning and Sustainability measures**

A brief description of measures put in place by the project to ensure continuous monitoring, learning and sustainability of the project beyond the grant period. **Implementation Schedule**

# Use a *Gantt chart* to indicate the time and duration of all project activities within the 12 months

# **Budget**

The approved budget in the proposal must be properly aligned with the following budget lines:

1. Research Materials and Supplies
2. Travel and Fieldwork
3. Small Tools and Equipment
4. Meetings and Workshop Cost
5. Communication and Dissemination

The total budgeted amount must correspond with original proposal.