



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Local Government Development Project Planning and Evaluation

Business, Commerce and Management Studies / Public Administration

Unit Standard 255577 · NQF Level 5 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the competencies to design, implement, monitor, and evaluate local government development projects. It focuses on aligning project plans with municipal IDPs and national policy frameworks, ensuring effective resource utilization and stakeholder engagement. Participants will gain practical skills to drive sustainable community development through structured project lifecycle management.

Category	Business, Commerce and Management Studies
Subfield	Public Administration
Unit Standard	255577
Accreditation	SAQA Accredited · NQF Level 5 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Design comprehensive project plans that align with local government development objectives and IDPs.
- Implement project activities according to approved plans, budgets, and timelines.
- Monitor project progress using appropriate tools and techniques to track performance against targets.
- Evaluate project outcomes and impacts using qualitative and quantitative methods.
- Apply participatory approaches to engage stakeholders throughout the project lifecycle.
- Analyze project data to inform decision-making and reporting.

WHO SHOULD ATTEND

- This course is designed for municipal officials, project managers, and community development practitioners involved in planning and executing local government development projects.
- It is also suitable for NGO staff and consultants working with local authorities.

COURSE OUTLINE

Day 1: Foundations of Local Government Development Planning

- Overview of local government structure and functions.
- Legislative framework: Constitution, Municipal Systems Act, IDP.
- Principles of integrated development planning.
- Stakeholder identification and engagement.
- Introduction to the project lifecycle: initiation, planning, execution, monitoring, evaluation.
- Link between IDP and project planning.

Day 2: Project Planning Techniques and Tools

- Project charter development.
- Scope definition and management.
- Logical framework analysis: problem tree, objectives tree, logframe matrix.
- Work breakdown structure (WBS) creation.
- Scheduling tools: Gantt charts, PERT/CPM.
- Resource planning and budgeting basics.

Day 3: Monitoring and Evaluation Frameworks

- Purpose and types of M&E;
- Developing SMART indicators.
- M&E; plan components: data sources, frequency, responsibilities.
- Data collection methods: surveys, interviews, focus groups.
- Data analysis techniques.
- Reporting formats and feedback loops.

Day 4: Project Evaluation Methods and Impact Assessment

- Types of evaluation: formative, summative, impact.
- Economic evaluation techniques: cost-benefit, cost-effectiveness.
- Participatory evaluation methods.
- Case studies of local government project evaluations.
- Ethical considerations in evaluation.
- Utilisation of evaluation results.

Day 5: Integration, Reporting, and Practical Application

- Integrating planning, M&E, and evaluation.
- Report writing and presentation skills.
- Sustainability and exit strategies.
- Stakeholder communication and feedback.
- Simulated project exercise: from planning to evaluation.
- Course review and action planning.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **8 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 24,200.00	R 24,200.00
1	In-House	R 31,400.00	R 31,400.00
1	On-Campus (Pretoria)	R 36,200.00	R 36,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	07 Aug 2026	On-Campus	Pretoria, South Africa
03 Aug 2026	07 Aug 2026	On-Campus	Dubai, UAE
03 Aug 2026	07 Aug 2026	On-Campus	Cape Town, South Africa
03 Aug 2026	07 Aug 2026	On-Campus	Mauritius
03 Aug 2026	07 Aug 2026	On-Campus	Johannesburg, South Africa
03 Aug 2026	07 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 255577) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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