

1 - Designing

	Phase	Aims	Input/ tools	Activities	Output	Professionals involved	Indicators	Notes
1.1	Context and framework analysis	Update operational framework, main issues and specific needs	Labor market datas	Data collection, data analysis and interpretation	Structured and up-to-date data about employment trends	Project designing experts	Quantity and quality of data on labor market	
			Data on economic and productive regional systems		Structured and up-to-date data about local economic performance		Quantity and quality of data on economic and productive systems	
			Interviews with experts, stakeholders, management, etc		Specific needs		Quantity and quality of data collected with the interviews	
			Feedback from previous interventions		General guidelines from previous intervention		Quantity and quality of data form previous interventions	
1.2	Identification of general objectives	To set the general objectives for the outplacement intervention	Territorial framework of action and need analysis	Identification and sharing of placement goals	% of employed participants within X months from the successful completion of the intervention	Project designing experts, management, stakeholders, donors	Presence of general placement goals	
1.3	Identification of specific objectives	To define the specific objectives to be achieved	Data on the context, specific needs, data from previous projects	Setting of the objectives of motivation and learning of participants	Level of motivation and learning	Project designing experts, career counselor, trainers	Presence of specific placement goals	
1.4	Identification of target groups and participants	To identify the target groups and the participants	Data on the context, specific needs, data from previous projects	Quantification and identification of professional profiles by categories of target groups	Number and characteristics of participants	Project designing experts, management, stakeholders, donors	Detailed description of the intervention	
1.5	Identification of contents of the interventions	To identify the main activities to be implemented toward the specific and general objectives	General guidelines from previous intervention, specific needs, datas on context	Customization of the general scheme of intervention	Customized scheme of the intervention (selection, individual guidance, collective guidance, training and mentoring)	Project designing experts	Detailed description of the intervention	
1.6	Identification of needed methodologies	To identify steps and methodologies to realize the intervention	Customized scheme of the intervention, methodologies menu	Methodological description of the phases of intervention	Detailed and customized scheme of the intervention	Project designing experts	Detailed description of the intervention	
1.7	Identification of needed resources	To define the general budget and the professional resources needed	Economic parameters, internal skills and DB trainers/ career guidance experts	Construction of the budget	Budget of the intervention	Project designing experts, accounting and reporting experts	Presence of a budget	
1.8	Identification of indicators for effectiveness and efficiency	To set indicators for effectiveness and efficiency of interventions	Project objectives, budget	Formalization of the indicators of success and efficiency	% of employed participants within XX months after successful completion of the course; respect of the parameters of budget	Project designing experts	Presence of indicators	