

STAGES	STEPS	WHAT	BY WHOM
PRE-POLICY STAGE			
Pre-policy stage	Problem identification	Identification of <u>disability</u> as the priority	1.Catalyst—Donor, GO, NGO etc 2.Community / Client
Pre-policy stage	Situation analysis	1. Literature review 2. Need analysis / Resource analysis	Promoters
POLICIES			
Policy	Vision	Long-term end results (Goals)	Stake holders: 1.Donors 2.Interventionists 3.Clients
Policy	Mission	Long-term methods to achieve the goals	Stake holders: 1.Donors 2.Interventionists 3.Clients
Policy	Objectives	Medium -term directions	Stake holders: 1.Donors 2.Interventionists 3.Clients
ACTIVITIES			
Activities	Short term	Quantifiable and objectively measurable activities with outcome indicators, targeted to be completed in a unit time	Executives; Approved by the stakeholders
Activities	Medium term	Quantifiable and objectively measurable activities with outcome indicators, targeted to be completed in a unit time	Executives; Approved by the stakeholders
Activities	Long term	Quantifiable and objectively measurable activities with outcome indicators, targeted to be completed in a unit time	Executives; Approved by the stakeholders
BUDGET			
Budget	Income	Activity-wise Short term, Medium term, Long term	Sources Short term, Medium term, Long term
Budget	Expenditure	Activity-wise Short term, Medium term, Long term	For what 1.Recurring Manpower / Material 2.Capital

Occupational Therapy Activity Analysis Template

LP Steffe



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