

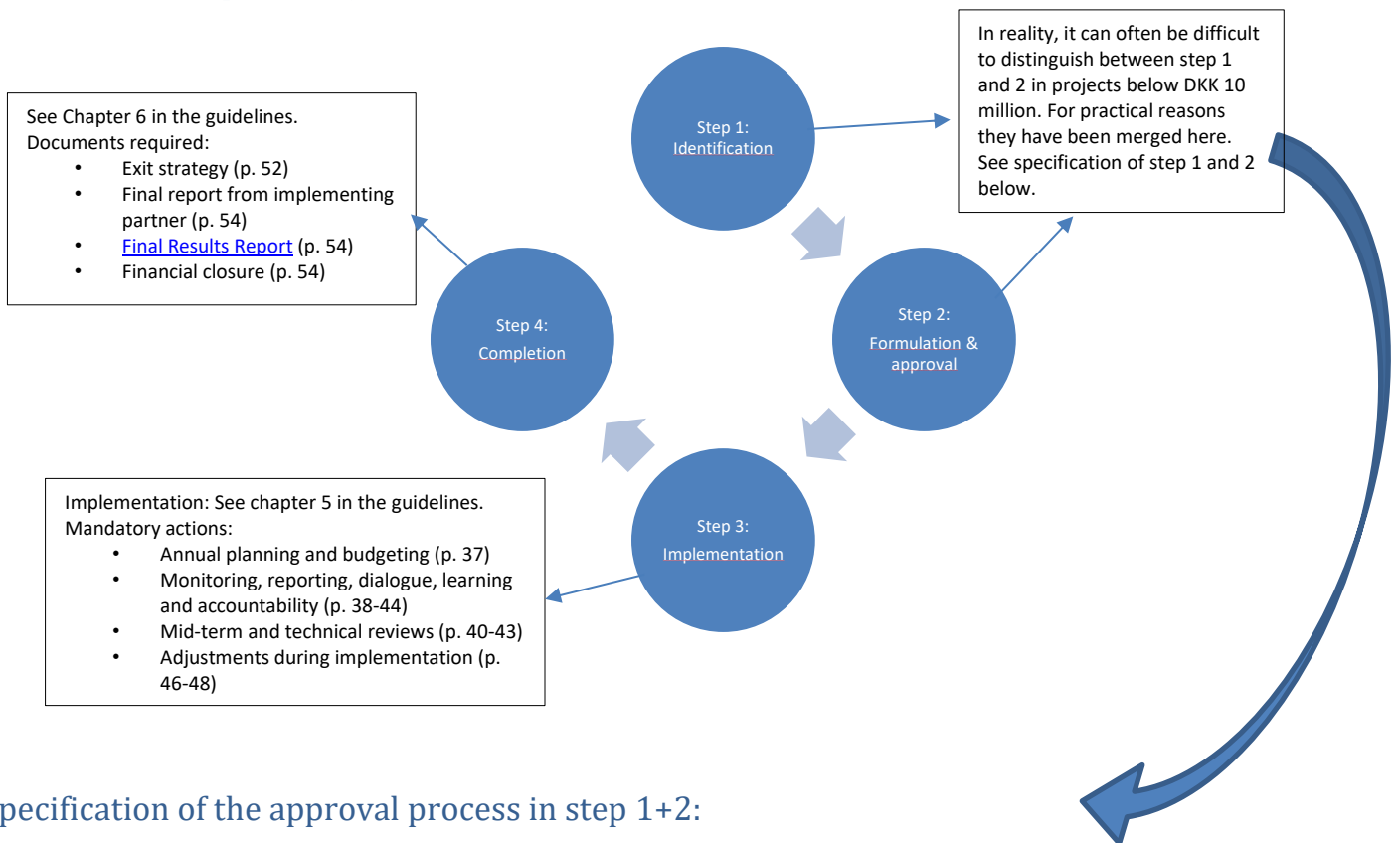
Quick guide for projects below DKK 10 million

The grant approval follows a simple process of approval by the Head of Unit only. Projects below DKK 10 million are not required to be presented to the Programme Committee. However, projects which require early quality assurance due to novelty of approach, high risk or new type of engagement can in agreement with ELK be submitted by the responsible MFA unit to the Programme Committee for strategic advice. The project document cannot exceed 8 pages.

Projects below DKK 10 million must reflect the overall Danish strategy for development cooperation and can maximum have one partner.

The overview of the project cycle and the approval process below makes direct references to the guidelines (page references), annexes and/or tools and templates, where more information can be found on the given subject. The references can also be found at the main site in the right side column [here](#).

Overview of the project cycle:



Specification of the approval process in step 1+2:

Identification & Formulation		Internal Appraisal		Finalisation & Appropriation	
Required documents: Draft Mini Project Document based on standard annexes:	Template	Required documents Appraisal Document Other relevant documentation Quality Assurance Checklist		Final Approval by Required documents: Appropriation cover note Final project document Quality Assurance Checklist	Template Annex 9
Context Analysis	Annex 1				
Partner Assessment	Annex 2				
ToC, Results Framework	Annex 3				
Risk Management	Annex 4				
Budget Details	Annex 5				
(Optional) Supplementary materials	Annex 6				
(Optional) Plan for Communication of Results	Annex 7				
Process Action Plan	Annex 8				
		Output: Recommendations to be incorporated into the final project document			

