### **Contents of Programme Document**

*[Note: This template can be used for both country programmes, regional programmes and thematic programmes. Another template has been prepared for single-partner projects. This template can be downloaded from the AMG-website. ]*

**Cover page**

See Appropriation Cover Note format.

1. **Introduction**

Brief introduction regarding the strategic frame which the programme refers to.

**2. Strategic considerations and justification**

Context for the programme and development engagements.

* Brief summary of the national/regional political, social, economic, environmental, humanitarian, security and human rights, stakeholder context and the specific opportunities, challenges and risks building on the context analysis. Note that reference can be made to the more detailed context analysis provided in the standard Annex 1.
* Summary of the strategic framework and overall strategic objectives.
* Brief presentation of past results and lessons learned of relevance and how they have been taken into consideration in the design of the programme.
* Justification of intervention, at programme level –*thematic justification is described under thematic programmes*.
* Programme Results Framework (at objectives and outcome-level).
* Adherence to the aid effectiveness agenda, including alignment to national objectives and partner strategies, and opportunities for working with or through other development partners and multilaterals.
* Considerations about synergies between humanitarian and development assistance and security and fragility situation.
* Considerations about Danish strengths, interest and opportunities for engaging Danish public, private and civil society actors.
* Contextual risks and possible scenario analysis.
* Budget for the programme at thematic programme level.

**3. Thematic Programme summary (Note: to be repeated for each thematic programme if multiple thematic programmes).**

3.1. Strategic considerations and justification of the thematic programme.

* Strategic considerations (supported by the Context Analysis provided in Annex 1) relating to the specific thematic programme.
* Justification in terms of national/regional, thematic development priorities/challenges.
* Justification of programme design based on the five quality criteria; relevance, impact, effectiveness, efficiency, and sustainability.
* Justification of choice of partners and criteria used.
* Integration results and lessons learned from previous cooperation.
* Theory of change and key assumptions for thematic programme.

3.2 Thematic Programme summary.

* Thematic programme objective.
* Short summary of development engagements.
* Results framework, including outcome indicators for all outcomes as per thematic programme.
* Choice of development engagement partner, modalities, capacity building and technical assistance to engagement partners.
* Management arrangements and financial modalities.
* Monitoring framework.
* Budget at outcome level.
* Summary of risk analysis and risk response for programmatic and institutional risk factors. Joint management arrangements.

**4. Overview of management set-up**

* Present the organization and handling of the management of the programme across the thematic programmes, when relevant, and the mechanisms for programme level dialogue, ongoing QA, risk management and reviews.
* Summarise anti-corruption measures applied.
* Summarise the plan for communicating programme results.

**5. Programme budget**

* Break down the budget at development engagement-level.
* Include unallocated funds – both unallocated funds earmarked to already defined engagements, and unallocated funds only defined by thematic objectives.

**Annexes:**

**Annex 1: Context Analysis**

**Annex 2: Partner**

**Annex 3: Result Framework**

**Annex 4: Budget details**

**Annex 5: Risk Management Matrix**

**Annex 6: List of supplementary materials**

**Annex 7: Plan for communication of results**

**Annex 8: Process Action Plan for implementation**

**Annex 9: Signed table of appraisal recommendations and follow-up actions taken**

**To be available to Council for Development Policy on request:**

* Development engagement documentation (draft engagement documents and partner’s programme documents for all programmed development engagements).
* National partner strategies (final or draft versions).
* Other documents deemed relevant.