

T47 Template of strategic project sheets

Description

This tool details the categories of information recommended for the technical sheet of strategic projects and includes a basic template.

Participants

This task is carried out by the technical team.

The recommended fields of information to be included in the project data sheets are described below, followed by the project data sheet template. Use the template to edit it according to the requirements of each project. Some examples are included at the end of the tool.

Components of the strategic projects fact sheet	
Field	Description
Project name	Project title
Category	Category assigned, if any. It can be assigned according to the typology of the project.
Alignment with goals and strategies	Indicate to which goals and/or strategies of the strategic development plan the project is linked. Ideally, the strategic projects in the portfolio should respond to more than one objective.
Location	Project location plan and interventions
Theory of change and Specific objectives	The objectives in terms of technical, social, environmental, climate change, urban health, etc. sought by the project are detailed and should be linked to the challenges to be solved. The objectives can be defined in the short and long term. They should be clear and measurable as they will be used to evaluate the project. • Technical objectives: linked to the technical solution. For example, what total area of public space will be regenerated? How many kilometers of transport system coverage will be implemented? How many housing units will be increased? • Social objectives: linked to social challenges and needs. For example, how much population will be benefited, how does the population/community benefit, how many jobs are created, how many businesses are trained? • Environmental and climate change objectives: For example, how many trees and endemic species are reforested? How many tons of CO2 emissions are reduced? How many square meters of green area per inhabitant are increased? How is exposure to disaster risk reduced? • Urban health objectives: How the intervention impacts on citizen's health? How is the intervention expected to impact in the long term? What are the sectors included and/or affected by the intervention? Is the intervention using evidence-based knowledge?
Activities, Outcomes and Outputs	• Activities: Actions taken or work performed through which inputs, such as funds, technical assistance and other types of resources are mobilized to produce specific outputs. • Outputs: The product, capital goods and services which result from a development intervention relevant to the achievement of outcomes.

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	Outcomes: The change in conditions, or intended effects of an intervention, usually brought about by the collective efforts of partners. Outcomes are achieved in the short to medium term.
Beneficiaries	Population that will directly and indirectly benefit from the project.
Project description / strategy	At this point, the project must be more focused and the technical solution and project strategy for its implementation must be clear. To define it, it is necessary to evaluate the different options available and choose the one that best applies to the context, challenge, costs, etc. A section on the current status of the project or the area of intervention can also be included here.
Project components	The components that the project addresses are described in greater detail, which should subsequently include a work plan and concrete activities.
Milestones, Targets and Indicators	Milestones help with regular monitoring of progress towards the target. Targets indicate the desired result at the end of the project. Indicators: What is going to be measured to assess if targets are met?
Conceptual design / target image	If possible and applicable, include a conceptual design and/or objective image of the project or physical intervention, indicating its intentions and main characteristics. This will inform the development of the technical file (architectural design, engineering, etc.).
Responsible body and co-responsible parties	This information was determined at the Participatory Project Prioritization Workshop. This section may also include more specific responsibilities, such as design, implementation and maintenance.
Linkage with existing initiatives	This information was determined at the Participatory Project Prioritization Workshop.
Costs and financing	Costs necessary for the implementation of the project. The total cost should include the investment cost (execution or construction of the project) and the operating cost (post-construction). The former should include all necessary items, such as land, materials, machinery, management, paperwork, licenses, human resources, etc. With the cost evaluation, the financing of the project should be evaluated, for example, if there is interest from the private sector, if there is the possibility of applying to an international fund, etc. It is recommended to review the Financial Instruments activity in Block I.
Cost Benefit Analysis	This is done to assess whether the project is indeed feasible and can be implemented. It compares the costs and benefits or returns on investment, which should exceed the costs, taking into account the time horizon of both components. Normally, the benefits occur over a longer period of time than the project investment.
Additional requirements	Identify the requirements or actions needed to implement the project. These may be linked to more specific technical requirements (e.g., environmental impact studies, health impact assessment), to management mechanisms (forming a committee, establishing an agreement, etc.), or to legal and regulatory requirements such as the change or approval of a law or the development of a rule or regulation, etc.). These will be identified more precisely in Block I of Instruments, so it is advisable to review them in parallel.

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Basic template of project sheet:

Project title:	Category	Location:
Alignment with objectives and strategies:		
Specific objectives:		
Description of the project / strategy:	Conceptual design / target image:	Areas of intervention:
		Costs and financing:
Project components:	Responsible body and co-responsible parties:	Cost-benefit analysis:
	Linkage with existing initiatives:	
Additional requirements:	Beneficiaries:	

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Example of project fiche of the Master Plan for the Nichupté Bridge, Cancun, Mexico

01

Neighborhood center

Line of action 3.3.1.

Take advantage of the available land to create public facilities and public spaces that facilitate the connection of the urban fabric and bring the Laguna closer together. Nichupté and mangrove areas, respecting their natural condition and enhancing their value.

Description

This project consists of the integration of the Glorieta Antigua Torre de Control into the space designated as a green area to the north. Through the incorporation of proximity facilities (free first floor), the humanization of the public space and local commerce, it seeks to create incentives to attract the population and to encourage activities to remain in the vicinity.

The project is defined based on the vocation of the existing space and enhances the area with consolidated vegetation.

AREA		MILLIONS
Equipment	5500 m ²	\$73 M
Park	26 800 m ²	\$92 M
Plaza	4700 m ²	\$20 M
Glorieta Antigua Torre de Control	4700 m ²	\$51 M
Total area	45 500 m²	

APPROXIMATE COST

\$236 000 000

Location map



SYMBOLOLOGY

- Area of Influence Nichupté Bridge
- Extended action polygon Nichupté Bridge
- Parque de la Equidad
- Location of the project



SYMBOLOLOGY

- Sidewalks and pedestrian walkways
- Green areas
- Trees
- Building
- Pedestrian
- crossing/intersection
- Vehicle lane
- Former Control Tower
- Connector Shaft



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Example of a project sheet for San Nicolas de los Garza, Mexico

	Great Walnut Grove Park	
	Strategic Project	
SNG Vision 2030 Alignment	Goal 1  1.1.3 1.1.4 1.2.3	Goal 4  4.2.2 4.3.1 4.4.2
	Goal 2  2.1.2 2.2.4	Goal 5 
	Goal 3  3.2.1	Goal 6  6.3.2
Strategy	The Nogalar sector is one of the most underdeveloped in the municipality in terms of urban and social issues. Taking advantage of the availability of land and making use of the space adjacent to the railroad tracks, this project seeks to consolidate and complement the Unidad Deportiva Oriente through a comprehensive urban intervention that can become a new urban sub-center. The project contemplates a comprehensive strategy for urban regeneration of the sector detonated with two detonating projects, the Gran Parque Deportiva Oriente and the Parque Recreativo Bosques Floridos: the former proposes to allocate an area of 40 hectares for the construction of equipment and public space, integrating green areas, sports areas, spaces for culture and continuing education. It will also incorporate micro-mobility networks and paths that will facilitate integration with neighboring neighborhoods and future housing developments, as well as the recovery of the irrigation ditch that crosses a large part of the land. The project is in addition to the actions undertaken by the municipality for the construction of municipal police and National Guard headquarters. This project will also complement the municipality's efforts to cover the existing equipment deficit in the sector through the construction of the Parque Recreativo de la Colonia Floridos Bosques del Nogalar, thus contributing to consolidate a network of spaces for recreation, culture and sports within this priority area.	
Linkage with existing initiatives	East Sports Unit Constituyentes Security Building San Nicolas Animal Welfare House	
Competent Actor	Secretariat of Urban Development Secretariat of Human Development Secretariat of Public Works Secretariat of Public Works Neighborhood Organizations	
Beneficiaries	Direct: An estimated 29 252 people live within a 400 m area of influence of the proposed interventions, particularly from the Nogalar, Constituyentes, Balcones de Santo Domingo	

	Section	Initial investment with VAT	Proposed source of financing	Comment	
Financing, temporality and management	A	Sports equipment	\$237,018,819	Municipal resources. Possible start year: 2023	It is anticipated that a change in property tax rates to progressive is not feasible to implement for the 2022 Revenue Law, so this stage of the project may be postponed to 2023. The amount will need to be updated with expected inflation to 2023.
	B	Corridor adjacent to the railroad tracks	\$431,434,881	State and/or federal resources. The state or federal government (through SEDATU) could consider this part of the project as their own work. Possible start year: 2022	Application should be made to the state or federal government.
	C	Consolidation of cultural facilities	\$131,530,923	Municipal resources. Possible start year: 2022	It is anticipated that a change from property tax rates to progressive rates is not feasible to implement for the 2022 Revenue Law, however, resources can be. The project will be financed with the current own resources, complemented by an improvement in tax collection through the updating of the cadastral values in the municipality.
	D	Recovery of irrigation ditches	\$129,222,271	Option 1. Financing with commercial or development banks. Option 2. Public-Private Partnership	Option 1. This amount is the lowest of the four stages, and could be financed via credit without considerably reducing the municipality's credit capacity. Option 2. Although the project is not considered to generate income for private interest, the amount could be donated by Nuevo León businessmen.
	Total initial investment		\$929,206,893		
	Operating and maintenance costs 2023-2030 at present value		\$99,145,004	Municipality's own resources	The municipality's collection capacity must be improved, even if property tax rates remain unchanged.
	Total cost of the project 2022-2030 at present value		\$1,028,351,897		
	Bosques Floridos Recreational Park				
		Section	Initial investment with VAT	Proposed source of financing	Comment
	E	Green areas with lake, walkways and playgrounds	\$28,381,375	Municipal own resources	The project can be financed with its own revenues. It is recommended to improve revenue collection, especially property tax collection.
F	Multipurpose room	\$24,015,540	Municipal own resources		
G	Sports equipment	\$6,490,741	Municipal own resources		
H	Administration building	\$8,501,501	Municipal own resources		
Total initial investment		\$67,389,157			
Operating and maintenance costs 2023-2030 at present value		\$7,190,324	Municipal own resources	The project can be financed with its own revenues. It is recommended to improve revenue collection, especially property tax collection.	
Total cost of the project 2022-2030 at present value		\$74,579,480			