

TABLE OF CONTENTS

I. Introduction	1
1.1 Lay-Out of the Document and Directions for Use	1
1.2 The Reason this Tool Was Developed	1
1.3 Purpose and Usefulness of the Tool	2
1.4 Application of the Tool to Specific Steps of the “Life Cycle” of Development Activities	3
1.5 Target Audience, Potential Users	4
II: Guidelines for Application of the Tool	6
2.1 Defining the Necessary and Sufficient Conditions, and Climbing a Staircase: An Analogy	7
2.2 Operationalizing and Using the Basic Analytical Model	9
2.3 Motivation to Participate in a Project, and the “No Net Loss” Principle:	
Motivational Analysis: <i>Worksheet #1</i>	10
Background and Rationale	10
Instructions for Filling Out Worksheet #1	12
2.4 Defining Necessary Conditions: Technical and Economic Analysis:	
<i>Worksheet #2</i>	13
Background and Rationale	13
Instructions for Filling Out Worksheet #2	13
2.5 Planning to Maximize Accessibility of Resources: Social and Gender	
Analysis: <i>Worksheet #3</i>	14
Background and Rationale	14
Making “Access Factors” Operational for Project Design	15
Instructions for Filling Out Worksheet #3	18
III: Notes on Application of the Tool to an Existing Project	22
3.1 Defining Necessary Conditions in Retrospect	22
3.2 Redefining Project Objectives and Indicators	22
Conclusion	23
Annex I: GENESYS/Brazil Activity Case Study	26
Annex II: Blank Worksheets	30