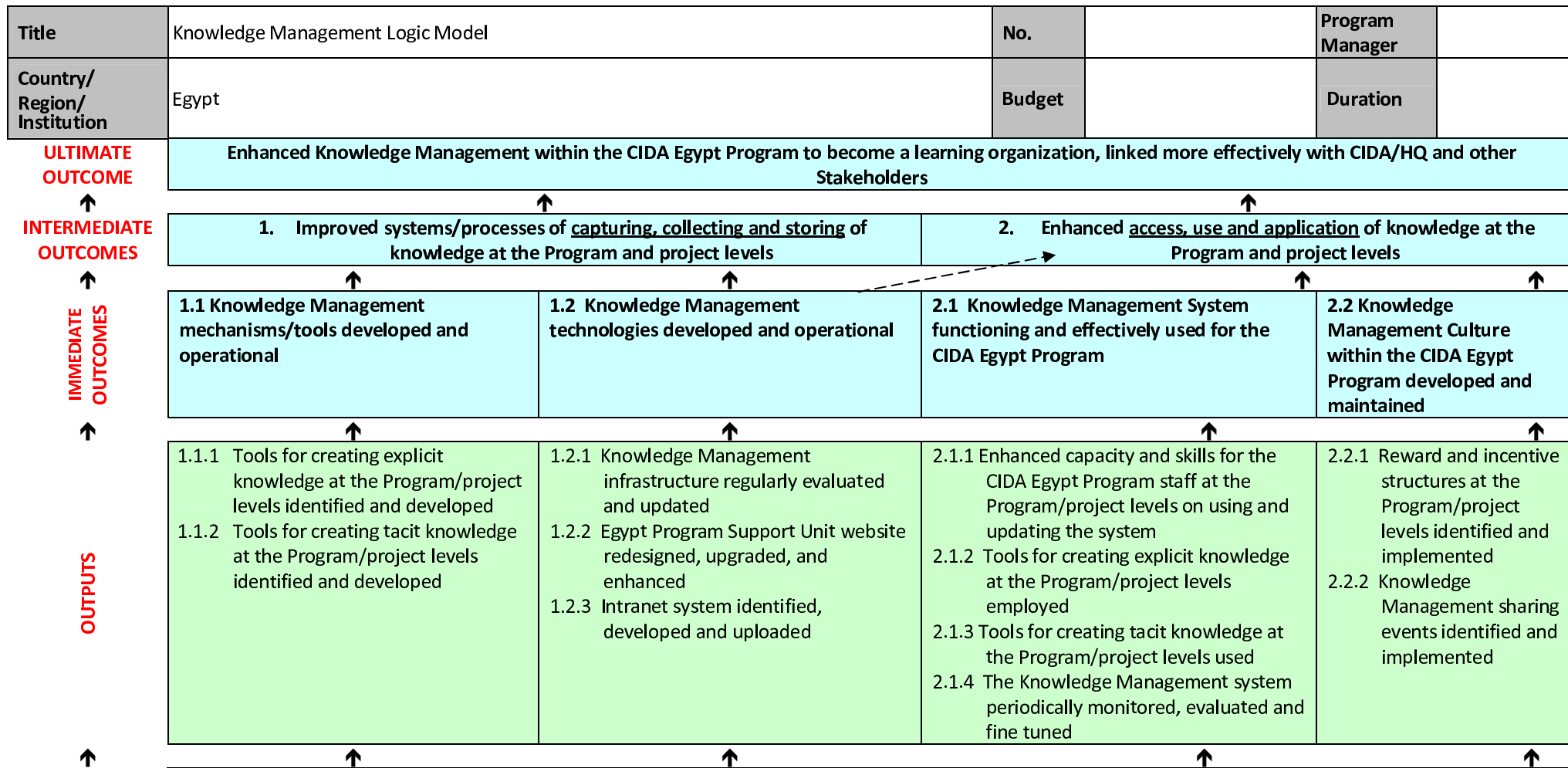


Logic Model



ACTIVITIES

<ul style="list-style-type: none"> • Set up systems for informing stakeholders of existing/new documents, disseminating outputs of the synergy and capacity development group meetings as well as workshops/conference reports • Establish a mechanism to know other donors' relevant products and events • Create communities of practice • Formalize the process of "shadowing" and "mentoring" • Develop and post knowledge maps • Include a section on Knowledge Management in projects' monitoring reports • Formalize a section in projects annual reports on lessons learned • Identify mechanisms to capture success stories and develop case studies • Conduct exit interviews at both project and individual levels • Design bi-annual electronic newsletters 	<ul style="list-style-type: none"> • Identify gaps and future needs and recommend necessary requirements/additions • Establish linkages with HQ • Audit existing knowledge assets and systems • Assign/maintain the KM Committee and projects' focal points • Develop an up-to-date, user friendly, and interactive website and upload English and Arabic pages • Install appropriate intranet software with several security levels • Design and create data bases 	<ul style="list-style-type: none"> • Familiarize/provide training to key staff members/projects' focal points with using the KM system • Develop a KM manual • Coordinate knowledge fairs, cafes, market place, activate on-line peer assistance, produce multi CDs and post knowledge maps. • Organize/implement exit interviews at the individual/project levels and synthesize and store results in the appropriate data base • Solicit feedback on the KM System & administer feedback questionnaires • Monitor implementation of the System • Evaluate the System & identify problems/gaps 	<ul style="list-style-type: none"> • Identify and systemize a reward/incentive structures reflecting projects'/individual contributions to the KM system • Organize and implement an annual "Harvesting" workshop, knowledge fairs and other events
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