

IDB/GOB MASTER CHECKLIST

A	BARBADOS DEVELOPMENT STRATEGY	Yes/No	Comments
1	Is the program/project in line with the Barbados Medium Term Growth and Development Strategy (MGDS)?		
2	Is the program/project in line with the Barbados Public Sector Investment Programme (PSIP)?		
3	Will the program/project have a positive impact on the macroeconomic situation?		
4	Is the program/project one of the priorities of a specific Government Ministry/Entity?		
5	Has Cabinet approved the program/project?		
6	Has the Government of Barbados requested support from the IDB for the financing of the program/project?		
7	Are there completed research/studies/analyses/data gathering on the development challenge to be addressed with the program/project?		
B	DEVELOPMENT INTERVENTION	Yes/No	Comments
1	Is the program/project in line with the current IDB Barbados Country strategy?		
1a	As a priority area?		
1b	As an area of dialogue?		
1c	Other?		
2	Are there sufficient data/research/studies/analyses on the development challenge to be addressed to be able to design the program/project?		
3	Has the program/project objective been defined? Have the following results matrix components been identified?		
3a	Result indicators?		
3b	Baseline?		
3c	Result targets?		
3d	Components (products, outputs, intermediate results)?		
C	SPECIFIC PROGRAM/PROJECT DEVELOPMENT	Yes/No	Comments
C.I	FINANCIAL PREPARATORY REQUIREMENTS	Yes/No	Comments
1	Has the fiscal space been approved in the Government's fiscal year budget to accommodate the projected implementation of the program/project?		
1a	Is it within the estimates?		
1b	Is it awaiting the new budget cycle?		
2	Has the Government of Barbados identified the required sources of financing for this program/project? (e.g. domestic/foreign debt, co-financing etc.)		
3	Will additional studies/research to be financed by an Operation Support Technical Cooperation (TC) grant be required to prepare the program/project?		
C.II	PROCUREMENT REQUIREMENTS	Yes/No	Comments
1	Has the Chair of the Special Tenders Committee been notified of the program/project and high-level procurement requirements?		
2	Has the Solicitor General been informed of the program/project and high level requirements for contract preparation?		
3	Can the procurement scope of the project be achieved over the intended life of the project?		
4	Have the procurement processes been initiated?		
5	Can the procurement process for at least 70% of the project be ready to launch immediately after loan approval?		
C.III	GOVERNANCE STRUCTURE REQUIREMENTS	Yes/No	Comments
1	Has the Governance structure been identified? (including the Project Executing Unit, Performing Ministry and the Project Steering Committee)		
2	Is a Project Steering Committee required?		
3	Have the Project Steering Committee members been identified?		

C.IV	EXECUTION REQUIREMENTS	Yes/No	Comments
1	Will a Project Execution Unit need to be established (where necessary)?		
2	Can the Project execution Unit be outsourced to a non-public entity that specializes in project management?		
3	Can the existing staff of the Performing Ministry execute the project?		
4	Will there be a need for new staffing positions to execute the project?		
5	Have the Ministry of Civil Service, and the Personnel Administration Department (PAD) been notified of the proposed project and associated PEU Staffing needs?		
6	Has the PAD conducted a preliminary search for all PEU Staffing positions and confirmed their availability within the Staff pool of the Government service?		
7	Has the institutional capacity of the Performing Ministry been confirmed to ensure proper project implementation?		
C.V	STAKEHOLDER & COMMUNICATIONS MANAGEMENT REQUIREMENTS	Yes/No	Comments
1	Have all the stakeholders been identified and aware of the proposed program/project?		
1a	Performing Ministry		
1b	Public Investment Unit		
1c	Associated Ministries and Agencies		
2	Have all the supporting government institutions and agencies been identified and aware of the high level requirements and their associated role in the context of the proposed program/project?		
2a	Special Tenders Committee		
2b	Solicitor General's Chamber		
2c	Ministry of Civil Service		
	<i>If necessary:</i>		
2d	Ministry of Housing and Lands		
2e	Town and Country Planning Department		
D	ANNEX	Yes/No	Comments
D.I	LAND/SITE IDENTIFICATION, SELECTION & PREPARATION REQUIREMENTS	Yes/No	
1	Has the Site been identified for the project's physical infrastructural work?		
2	Is the Site available for the project's physical infrastructural work?		
3	Have the Town & Country Planning Department (TCPD) and other associated regulatory institutions been informed of the proposed infrastructural work?		
4	Are the preliminary construction designs complete with Site specifications available?		
5	Is the suitability of the site for the proposed works confirmed?		
5a	Environmental Impact assessments completed?		
5b	Social Impact Assessments completed?		
5c	Other associated regulatory procedures and assessments completed?		
6	Has the Site received the required approvals (Cabinet, TCPD, other) for the project's physical infrastructural work?		
7	Is there funding available to undertake preliminary construction designs and Site preparation works?		
8	Are the estimated durations to complete the preliminary construction designs and Site preparation known?		
8a	Is the estimated duration 0.5 – 1 year?		
8b	Is the estimated duration 1 – 2 years?		
9	Have all the applicable licenses and permits been obtained?		
10	Have the final designs been completed?		