

- Trip Details
- Pre-Trip Plan
- Post-Trip Report
- Question
- Documentation
- Phase
- Trip
- Call with Program Engineer

Project Formation Phase

- Find an Unassigned Project
- Team application and Eligibility Check
- Approval of Team Application
- Project Kickoff Call New Program Webinar
- Project Record Approval

Assessment Phase

- Pre-Trip Technical Plan
(Submit 8 weeks prior to departure)
- Pre-Trip Travel Details
(Submit 3 weeks prior to departure)
- Travel
- Post-Trip Travel Documentation
(Submit 8 weeks after return)

Was enough data collected?

Yes
 Is the Project a go? No Cancel Project

Implementation Phase

- Alternative Review Call
- Alternative Analysis Report
(Submit 20 weeks before travel)
- Implementation and Construction Safety Plan
(Submit 16 weeks before travel)
- Conference Call with PE & ICP reviewers
(13 weeks prior to departure)
- Resolve Comments and Submit for final approval
- Receive Technical Approval
(Typically 4-6 weeks prior to departure)
- Pre-Trip Travel Details
(Submit 3 weeks prior to departure)
- Travel
- Post-Trip Travel Documentation
(Submit 8 weeks after return)

All of the design has been approved?

Is the full scope constructed?

Continued Implementation Phase

- Pre-Trip Technical Plan
(Submit 8 weeks prior to departure)
- Pre-Trip Travel Details
(Submit 3 weeks prior to departure)
- Travel
- Post-Trip Travel Documentation
(Submit 8 weeks after return)

Monitoring and Evaluation Phase

- Pre-Trip Technical Plan
(Submit 8 weeks prior to departure)
- Pre-Trip Travel Details
(Submit 3 weeks prior to departure)
- Travel
- Post-Trip Travel Documentation
(Submit 8 weeks after return)

Project Closeout

EWB-USA ICP Project Process

Due 8 weeks before Travel

Pre-Trip Technical Plan

- | | | |
|-------------------------------------------------|----------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Internal QA/QC | <input type="checkbox"/> Upload Technical Plan | <input type="checkbox"/> Mentor Technical Certification |
| <input type="checkbox"/> Contact Country Office | <input type="checkbox"/> Upload Community Agreement | <input type="checkbox"/> Budget Worksheet |
| <input type="checkbox"/> HSO Training | <input type="checkbox"/> Upload Construction Safety Plan | <input type="checkbox"/> O&M Plan |

Due 3 weeks before Travel

Pre-Trip Travel Details

- | | | |
|----------------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> University Approval | <input type="checkbox"/> Waiver | <input type="checkbox"/> Trip Contacts |
| <input type="checkbox"/> Arrange Travel with Partners | <input type="checkbox"/> Site and Hospital Map | <input type="checkbox"/> Transportation Details |
| <input type="checkbox"/> Country Entry/Exit Requirements | <input type="checkbox"/> ISOS Security Call | <input type="checkbox"/> Contact Country Office |
| <input type="checkbox"/> High Risk (if applicable) | <input type="checkbox"/> Health & Safety Policy | <input type="checkbox"/> Cash Advances |

Due 8 weeks before Travel

Post-Trip Travel Documentation

- | | | |
|---------------------------------------------------------|--------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Internal QA/QC | <input type="checkbox"/> Upload Technical Report | <input type="checkbox"/> PMEL Data |
| <input type="checkbox"/> Update Schedule | <input type="checkbox"/> Budget Worksheet | <input type="checkbox"/> Update Project Record |
| <input type="checkbox"/> Review Chapter Finances | <input type="checkbox"/> Community Agreement | <input type="checkbox"/> Reimbursement |
| <input type="checkbox"/> Mentor Technical Certification | <input type="checkbox"/> Log Mentor Hours | <input type="checkbox"/> Log Volunteer Hours |