

Creating a Project

Creating a Project: Project Description

The second tab of the project definition is **Project Description**. Although all the fields on this screen are optional, we suggest as a best practice that you enter as much information as is available.

The screenshot shows the 'Edit Project' interface in the DELTA Project Portfolio. The 'Project Description' tab is highlighted with a red border. The interface includes a sidebar with navigation options: Home, Settings, Proj. Mgmt, Log frame, Data Collect, Dashboards, Learning, and Admin. The main content area has four tabs: Project Details, Project Description (active), Project M&E settings, and Project Milestones. The 'Project Description' tab contains four text input fields: Description, Goal, Target, and Geographic coverage. At the bottom of the form are 'Previous', 'Next', and 'OK' buttons. The footer indicates 'Currently Connected: 1 User' and 'Copyright DELTA Monitoring & Evaluation ©'.

Description: enter a detailed description of the project.

Goal: enter a detailed summary of what the project's expected results are.

Target: enter targets for the project. These can be anything having to do with the project's aims.

Geographic Coverage: describe the geographic area where the project will take place.

Some of this information will appear on the project's Home page as part of its summary.

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Project Summary

Goal

Reduce death and illness related to Water and Sanitation related diseases in the targeted communities

Target

📍 Geographic coverage

Start Date Jan 15, 2015

End Date Dec 31, 2020

Status Active

Project Total Cost 200,000,000 USD

Financing Banque Africaine de Développement

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Author: n/a

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