



Wrap-Up & Day 1 Assignment (16:30)

Spend the last few minutes of Day 1 consolidating what was learned:

Recap Key Points

Ask participants for one takeaway from the day. You can list on a board: e.g., “clear goals,” “stakeholder mapping,” “planning tools like WBS/Gantt,” “risk matrix,” etc. This reinforces the learning objectives of Day 1.

Preview Day 2

Briefly mention that tomorrow will cover **execution techniques (Agile), funding and scaling strategies, monitoring and evaluation, and a final project simulation**. This gets them excited for how it all comes together.

Assignment (Evening Homework)

Instruct participants to **draft a brief project plan** for an agroforestry project of their choice (real or hypothetical) to discuss tomorrow. It can be something they are working on or even an imaginary ideal project. It should include:

- A short **goal statement** (what they aim to achieve, SMART if possible).
- A list of **key stakeholders** and a note on how they'd engage them.
- A rough **WBS or task list** (major phases and tasks).
- One or two **risks** and planned responses.
- They can use 1 page or a few slides – whatever format is comfortable (some will write paragraphs, others might sketch a timeline). The point is to apply today's concepts to flesh out an idea. Emphasize this is not graded – it's for their own benefit and will be used in a peer feedback session in the morning.