



## **INSTITUTE OF RURAL DEVELOPMENT PLANNING (IRDP)**

**P. O. BOX 138, DODOMA –TANZANIA**

**Website: [WWW. irdp. ac.tz](http://WWW.irdp.ac.tz)**

### **SHORT COURSES CALENDAR JANUARY – DECEMBER, 2020**

Institute of Rural Development Planning (IRDP) – Dodoma is pleased to announce the following short courses to be offered at its Dodoma Campus starting January, 2020. The courses target middle and senior level managers in both public and private sectors. Interested individuals and organizations are requested to contact the coordinator using the contact details shown below;

<b>S/No</b>	<b>COURSE TITLE</b>	<b>FEE</b>	<b>DURATION</b>	<b>DATES</b>	<b>VENUE</b>
1.	Managing of Community Projects	Tshs. 1,000,000/=	5 Days	20 <sup>th</sup> to 24 <sup>th</sup> January	Dodoma
2.	Governance and Development Participatory Natural Resources	Tshs. 1,000,000/=	5 Days	27 <sup>th</sup> to 31 <sup>st</sup> January	Dodoma
3.	Planning and Management	Tshs. 1,000,000/=	5 Days	3 <sup>rd</sup> to 7 <sup>th</sup> February	Dodoma
4.	Management of Development	Tshs. 1,000,000/=	5 Days	10 <sup>th</sup> to 14 <sup>th</sup>	Dodoma

	Projects at Grassroots Level			February	
5.	Project Design and Planning Process in Local Government Authority and NGOs	Tshs. 1,000,000/=	5 Days	17 <sup>th</sup> to 21 February	Dodoma
6.	Projects Cycle Management for Community Projects	Tshs. 1,000,000/=	5 Days	24 <sup>th</sup> to 28 <sup>th</sup> February	Dodoma
7.	Land Development and Environmental Impact Assessment (EIA) Applications	Tshs. 1,000,000/=	5 Days	2 <sup>th</sup> to 06 <sup>st</sup> March	Dodoma
8.	Project Planning and Management	Tshs. 1,000,000/=	5 Days	9 <sup>th</sup> to 13 <sup>th</sup> March	Dodoma
9.	Risk Management	Tshs. 1,000,000/=	5 Days	16 <sup>th</sup> to 20 <sup>th</sup> March	Dodoma
10.	Official Meetings and Minutes Writing Skills	Tshs. 1,000,000/=	5 Days	22 <sup>th</sup> to 27 <sup>th</sup> March	Dodoma
11.	Management and Leadership Skills in Local Government Authorities	Tshs. 1,000,000/=	5 Days	6 <sup>th</sup> to 10 <sup>th</sup> April	Dodoma
12.	Project Design and Evaluation	Tshs. 1,000,000/=	5 Days	20 <sup>th</sup> to 24 <sup>h</sup> April	Dodoma
13.	Local Government Authorities Financial Management and Control	Tshs. 1,000,000/=	5 Days	4 <sup>th</sup> to 8 <sup>th</sup> May	Dodoma
14.	Procurement and Contract Management	Tshs. 1,000,000/=	5 Days	11 <sup>th</sup> to 15 <sup>th</sup> May	Dodoma
15.	Project Write Up Skills for Development Planners	Tshs. 1,000,000/=	5 Days	18 <sup>th</sup> to 22 <sup>th</sup> May	Dodoma
16.	Strategic Planning and Budgeting	Tshs. 1,000,000/=	5 Days	1 <sup>st</sup> to 5 <sup>th</sup> June	Dodoma
17.	Project Planning, Monitoring and Impact Assessment	Tshs. 1,000,000/=	5 Days	08 <sup>th</sup> to 12 <sup>th</sup> June	Dodoma

18.	Local Government Authorities Budgeting and Budget Management	Tshs. 1,000,000/=	5 Days	15 <sup>th</sup> to 19 <sup>th</sup> June	Dodoma
19.	Local Government Authorities Revenue Mobilization and Operation & Maintenance Budgeting	Tshs. 1,000,000/=	5 Days	22 <sup>nd</sup> to 26 <sup>th</sup> June	Dodoma
20.	Local Government Authorities Development Planning and Strategic Planning	Tshs. 1,000,000/=	5 Days	6 <sup>th</sup> to 10 <sup>th</sup> July	Dodoma
21.	Project Planning, Monitoring and Evaluation	Tshs. 1,000,000/=	5 Days	13 <sup>rd</sup> to 17 <sup>th</sup> July	Dodoma
22.	Data Collection , Information Management and Record Keeping	Tshs. 1,000,000/=	5 Days	20 <sup>th</sup> to 24 <sup>th</sup> July	Dodoma
23.	Integration of Results – Based Management into Development Programmes /Projects Advocacy, Lobbying and Fundraising	Tshs. 1,000,000/=	5 Days	3 <sup>rd</sup> to 7 <sup>th</sup> August	Dodoma
24.	Data Analysis and Report Writing Skills	Tshs. 1,000,000/=	5 Days	10 <sup>rd</sup> to 14 <sup>th</sup> August	Dodoma
25.	Project Design and Planning Process in Local Government Authority and NGOs	Tshs. 1,000,000/=	5 Days	17 <sup>th</sup> to 21 <sup>th</sup> August	Dodoma
26.	GIS Applications in Infrastructure Development and Land Use Planning	Tshs. 1,000,000/=	5 Days	24 <sup>th</sup> to 28 <sup>th</sup> August	Dodoma
27.	Change Management	Tshs. 1,000,000/=	5 Days	7 <sup>th</sup> to 11 <sup>th</sup> September	Dodoma

28.	Local Government Authorities Revenue Mobilization and Operation & Maintenance Budgeting	Tshs. 1,000,000/=	5 Days	14 <sup>th</sup> to 18 <sup>th</sup> September	Dodoma
29.	Project Write Up Skills for Development Planners	Tshs. 1,000,000/=	5 Days	21 <sup>th</sup> to 25 <sup>th</sup> September	Dodoma
30	Gender & Analysis Planning Development	Tshs. 1,000,000/=	5 Days	5 <sup>th</sup> to 9 <sup>th</sup> October	Dodoma
31	Gender & Diversity in Management	Tshs. 1,000,000/=	5 Days	12 <sup>th</sup> to 16 <sup>th</sup> October	Dodoma
32	Gender Issues for Sustainable Development	Tshs. 1,000,000/=	5 Days	19 <sup>th</sup> to 23 <sup>th</sup> October	Dodoma
33	Strategic Planning and Budgeting	Tshs. 1,000,000/=	5 Days	02 <sup>nd</sup> to 06 <sup>th</sup> November	Dodoma
34	Leadership Skills for Women	Tshs. 1,000,000/=	5 Days	09 <sup>th</sup> to 13 <sup>rd</sup> November	Dodoma
35	Risk Management	Tshs. 1,000,000/=	5 Days	16 <sup>th</sup> to 20 <sup>th</sup> November	Dodoma
36	Asset Management with Computer Application	Tshs. 1,000,000/=	5 Days	23 <sup>th</sup> to 27 <sup>th</sup> November	Dodoma
37	Data Collection and Survey Method	Tshs. 1,000,000/=	5 Days	14 <sup>th</sup> to 18 <sup>th</sup> December	Dodoma

The Institute also offers tailor –made short course training programmes upon request from clients

**For enquires, details and bookings please contact:**

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