

**Official Notification: Implementation of the Project for プロジェクト名  
in 実施国**

Japan International Cooperation Agency (hereinafter referred to as “JICA”) presents its compliments to 相手国側実施機関, and has the honor to inform the following :

1. JICA, the executing agency for technical cooperation of the Government of Japan, will implement the project entitled “プロジェクト名” (hereinafter referred to as “the Project”) under JICA Partnership Program in collaboration with 日本側事業実施団体 in accordance with the relevant laws and regulations of Japan. The Project will be implemented in accordance with the Project Outline, which is given in Annex.
2. To implement the Project efficiently and effectively, JICA will supervise the overall implementation of the Project. Based on a contract to be signed by JICA and 日本側事業実施団体, JICA will entrust the actual implementation of the Project to 日本側事業実施団体.

年 月 日

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Resident Representative  
JICA 実施国名 Office  
Japan International Cooperation Agency

**ANNEX:**

1. The Project Outline (全ての場合において提出が必要)
2. Outline of Expert Dispatch Plan (地域活性型の専門家の派遣に関し、必要に応じて添付)
3. Outline of (name of training course) in Japan (地域活性型の本邦研修実施に関し、必要に応じて添付)

## ANNEX: THE PROJECT OUTLINE

### (解説) プロジェクト概要

実施国名、案件名、案件の背景、目標、期待される成果、受益者、実施期間、日本側・相手国側双方の実施・関係団体等を簡潔に記載します。

なお、プロジェクトの実施期間は、日本側事業実施団体との契約予定時期及び団体が現地で活動を開始する時期を勘案して記載して下さい。

1. Country:
  
2. Title of the Project:
  
3. Background and Necessity of the Project:
  
  
4. Project Purpose:
  
5. Target Area:
  
6. Target Group:
  
  
7. Expected Outputs and Indicators:
  
  
  
  
  
  
  
  
  
  
8. Expected Project Term : from 月, 年 to 月, 年
  
  
9. Implementing Organization:  
Japanese Side: 日本側事業実施団体名  
実施国 Side: 相手国側実施機関名
  
  
10. Main Activities:

### 必要に応じて以下の文章を追加

(The following main activities can be implemented through both online and offline meetings and trainings, etc. due to the situation of COVID-19.)

11. Past Activities and Achievements in the Target Country of 日本側事業実施団体名 :

12. Estimated Budget:

○○○ JPY (tentative)

(Actual amount of the Budget for the Project will be changed based on the Contract signed between JICA and 日本側事業実施団体)