



*Training Course:  
EmpowerED: Mastering Planning and Execution  
for Capacity Building Success*

*25 - 29 May 2025*

*Cairo (Egypt)*

*Holiday Inn & Suites Cairo Maadi, an IHG Hotel*

## Training Course: EmpowerED: Mastering Planning and Execution for Capacity Building Success

Training Course code: MM235302 From: 25 - 29 May 2025 Venue: Cairo (Egypt) - Holiday Inn & Suites Cairo Maadi, an IHG Hotel Training Course Fees: 4200 € Euro

### Introduction

Welcome to EmpowerED: Mastering Planning and Execution for Capacity Building Success! This comprehensive 5-day training program is designed to equip participants with the knowledge, skills, and tools necessary to effectively plan and execute capacity building initiatives within their organizations or communities. Capacity building is a vital process for enhancing the abilities, resources, and sustainability of individuals, organizations, and systems. However, successful capacity building requires careful planning, strategic decision-making, and diligent execution. Through this program, participants will gain a deep understanding of the principles of capacity building, learn proven planning frameworks and techniques, and develop strategies for successful implementation and sustainability.

### Objectives

- Understand the importance and impact of capacity building.
- Learn key concepts and frameworks for effective planning.
- Develop skills in stakeholder engagement and needs assessment.
- Gain proficiency in goal setting, resource allocation, and prioritization.
- Learn strategies for planning execution, monitoring, and evaluation.
- Develop implementation strategies and sustainability plans.
- Apply learning through case studies, group exercises, and simulations.

### Target Audience

This training program is ideal for professionals, leaders, and practitioners involved in capacity building initiatives, including:

- Nonprofit organization staff and leaders
- Government agency employees
- Community organizers and development workers
- Consultants and advisors in organizational development
- Education administrators and faculty
- Healthcare professionals and administrators
- Corporate social responsibility managers
- Anyone interested in enhancing their capacity building skills and knowledge.

### Training Program Outline

#### Day 1: Understanding Capacity Building and Planning

- Introduction to Capacity Building
- The Role of Planning
- Key Concepts
- Planning Frameworks
- Case Study Analysis

#### Day 2: Stakeholder Engagement and Needs Assessment

- Stakeholder Identification
- Stakeholder Engagement Strategies
- Conducting Needs Assessment
- Data Analysis Techniques
- Feedback and Discussion

#### Day 3: Goal Setting and Resource Allocation

- Setting SMART Goals
- Aligning Goals with Mission and Vision
- Prioritizing Goals
- Resource Identification
- Resource Allocation Strategies
- Case Studies

#### Day 4: Planning for Execution and Monitoring

- Action Planning
- Timeline Development
- Risk Management
- Monitoring and Evaluation
- Feedback Loops

#### Day 5: Implementation Strategies and Sustainability

- Implementation Strategies
- Building Partnerships
- Adaptive Planning
- Sustainability Planning
- Action Planning

## Registration form on the Training Course: EmpowerED: Mastering Planning and Execution for Capacity Building Success

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Company Information

Company Name: .....  
Address: .....  
City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
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### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
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E-mail to us :  
info@gh4t.com  
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