

# Checklist: The Formulation Process

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*If you are seeking to become involved in the formulation process, this checklist is designed to provide you with an initial consideration of the main issues to take into account.*

- Find out who is responsible for PRSP formulation  
Governmental department, person in charge: \_\_\_\_\_
  
- Find out who is active in the PRSP process  
Government stakeholders: \_\_\_\_\_  
Civil society stakeholders: \_\_\_\_\_  
Donors: \_\_\_\_\_  
Others: \_\_\_\_\_
  
- Try to make an appointment with the important/active stakeholders that you have identified.
  
- Find out when the next participatory event for the formulation of the PRSP is to take place (e.g. workshops, conferences and consultations) and ask to participate.
  
- Try to obtain access to the PRSP drafts (e.g. from the government or from other stakeholders).
  
- Check whether disability is included in the draft, and if so, how.
  
- Define your position on the content of the PRSP.
  
- Make your position public and suggest alternative solutions.

To obtain further information on the PRSP formulation process, you could interview resource persons (e.g. representatives from civil society organisations, from the World Bank, from the government). Check the status of your country's PRS at [www.worldbank.org/prsp](http://www.worldbank.org/prsp) and at [www.prsp-watch.de](http://www.prsp-watch.de).