



Project Planning Tool

This planning tool is designed to help you plan out your project and be able to provide detailed information in your application for funding.

(Please note that this is not your application, this is a tool to help you with your planning process. You do not need to submit this for your application)

What?

What is it you want to achieve with your project?

Which Guideline objectives does your project meet and what issues within these objectives are you trying to improve?

What is the name of your project?

Why?

Why is this project necessary?

Can you demonstrate how this project reflects an improvement in the objective criteria for the project?

What will happen if the project does not proceed?

How?

How do you plan to address the issue and implement the project?

What indicators / outcomes will be used to measure the success of the project?

Where?

Where is your project located?

Have you mapped out the project site on your property?

Who?

Who will be involved in the project?

Is your project being completed by multiple land owners?

Is your project being completed by a community group?

Who has been consulted for technical advice on this project?

Cost?

Have you sought quotation for costs including materials, contractors, labour, plants or any other costs associated with your project?

Have you planned which costs will be covered by funding and which costs will be covered by in-kind contribution?

If your project is being completed by multiple land owners have you considered who is responsible for which costs?

Have any other sources of funding been supplied for this project?