# Project overview

Provide a high level summary of the project. It shouldn’t be more than one or two paragraphs.

## **Vision and objectives**

What are you trying to achieve? Why?

## **The concept**

Depending on where you are in the process, this might include the proposed technology, scale (how big), ideal locations, ideas for ownership structure and funding.

Describe why is the project important? When did the project begin? Where did the idea come from? Who is behind it?

## **Project benefits**

Document the expected benefits for your community across the three key areas — social, environmental and financial.

## **Community support**

What level of support do you have in the community for the project? What activities have been carried out to date to generate community support and funding? Who are the key stakeholders in the community?

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## **Next steps**

Outline your next major steps with key responsibilities and timing.

# Structure and funding

## **Who is involved?**

Who is behind the project? Is there an existing organisation or group involved with the concept? Include background information about the business or organisation behind the concept. How many members? If a committee exists, outline the members and their roles. Include an organizational structure if it exists?

## **Budget**

Identify how much your group needs to get the project started. Start-up costs might include communication expenses, pre-feasibility or feasibility study, part-time project manager to drive the project forward etc.

## **Sources of investment and funding**

Identify your initial strategy for funding the project. This may include private investors, community capital, government grants, bank loans etc.