**Project Summary**

*Provide an overall summary of the Project. Short and concise description.*

**Need in the Community**

*How do you know there is a need? What is the need? Is any other organisation meeting the need?*

**Project Delivery**

*How will you do it, when, how often, to whom. Quantities (this will help to prepare the budget)*

*How will you let people know about your project? Are you partnering / collaborating with any other organisations?*

**Expected Benefits and Outcomes**

*What benefits do you think you will see in the short term and long term? What are the wider community benefits? Generational change ?*

**Measuring Success**

*How will you know and show you have been successful i.e client feedback, agency feedback, evidence of change, benchmarking progress*