Empowering Business to go Digital grant opportunity Project Plan

|  |  |
| --- | --- |
| Applicant name | [applicant name] |
| Project title | [project title] |

You must submit a project plan with your grant application to demonstrate your case against Assessment criterion 2.

Your project plan should address how you plan to:

* + manage the project including scope, implementation methodology and timeframes
  + mitigate delivery risks
  + attract ongoing investment and build a sustainable self-funding model.

Project plan

1. Describe the scope, implementation methodology and the timeframe for your project. This should include staffing/contractor arrangements to oversee and deliver the project.

|  |
| --- |
|  |

1. Describe how you will mitigate project delivery risks (list a minimum of three risks and a maximum of five risks).

|  |
| --- |
|  |

1. Describe how you attract ongoing investment and build a sustainable self-funding model.

|  |
| --- |
|  |

1. Describe how you will monitor progress and performance of your project (eg, KPIs, objectives).

|  |
| --- |
|  |