

Project Management Specifications

Before submitting an idea or project to the Parish council you need to do some background work so the council can make a decision about the scheme.

The headings below will help you to address the various points that are needed in order to be able to make a decision

What is the project

Who will it benefit

What is the proposed time line for initiation and completion

What is the approximate cost (look up costings on line no quotes needed at this stage)

Is there funding available? Is this a grant and who is it from? Will it be paid upfront or on completion of the project?

What other resources are needed eg volunteers hire of village hall equipment etc

Once completed ,will there be any ongoing maintenance or input of personal?
Will there be any running costs?

Who will own/run it?

Is this a Parish Council project or will it be run in collaboration with any other groups