

## Community Activation Grant: Applicant Support Document

Please complete the workplan template below. Your workplan should be a maximum of 2 pages, not including your budget plan.

**Project Name:** \_\_\_\_\_

|                        |   |
|------------------------|---|
| <b>Project summary</b> | <p><b>What is the goal/ purpose of your project?</b><br/>Click or tap here to enter text.</p>                                       |
|                        | <p><b>Identify the community need or problem.</b> (use point form)<br/>Click or tap here to enter text.</p>                         |
|                        | <p><b>Summarize the anticipated impact.</b> (use point form)<br/>Click or tap here to enter text.</p>                               |
|                        | <p><b>Identify how this project aligns with your mission.</b><br/>Click or tap here to enter text.</p>                              |
| <b>Work Plan</b>       | <p><b>Planning</b> (summarize what you will do to prepare and plan for project).<br/>Click or tap here to enter text.</p>           |
|                        | <p><b>Implementation</b> (provide an outline of scheduled activities and an overview outlining the flow of your event/project).</p> |

|                                  |   |
|----------------------------------|---|
|                                  | <p>Click or tap here to enter text.</p>   |
|                                  | <p><b>Roles and Responsibilities</b> (provide an overview of individuals who will be supporting this event/project on the day).</p> <p>Click or tap here to enter text.</p>   |
| <p><b>Communication Plan</b></p> | <p><b>Outline your communication and outreach plan, identifying the strategies and tactics that will be used to inform and engage the community.</b></p> <p>Click or tap here to enter text.</p> <p><b>Describe how you will formally recognize CAG as the funding source e.g., verbal recognition, including CAG funding badge on digital and print materials.</b></p> <p>Click or tap here to enter text.</p> |

**Budget Plan**



