**Regional Agricultural Show Development Grants Program**

**Project plan template**

**It is a mandatory requirement that the project plan template is completed and uploaded to your grant application form.**

**Directions:** provide a complete project plan using the table below. The amount of detail you provide should be proportional to the size and nature of the project. The project plan should include:

* a list of the activities and indicative start and completion dates (if funded)
* consideration of risks and how they will be managed
* additional comments.

Note that the project plan does not need to include details of funding requested – these must be included in the separate budget template.

| **Application details** | **Response** |
| --- | --- |
| Applicant name (show society name): |  |
| Project title: |  |
| Submission reference |  |

| **Activity** | **Start date** | **End date** | **Risk/treatment** | **Other comments** |
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