

# Community Project Development - Identify Stage

*Community Project  
Development Officer*

*Current or future year  
project delivery  
program*

## IDENTIFY

REGISTRATION  
FILTER  
MASTER LIST  
SELECTION  
INVESTIGATION  
RECOMMENDATION  
DECISION

## INITIATE

Charter  
developed.

## PLAN

Confirm how  
the project will  
be delivered.

## DELIVER

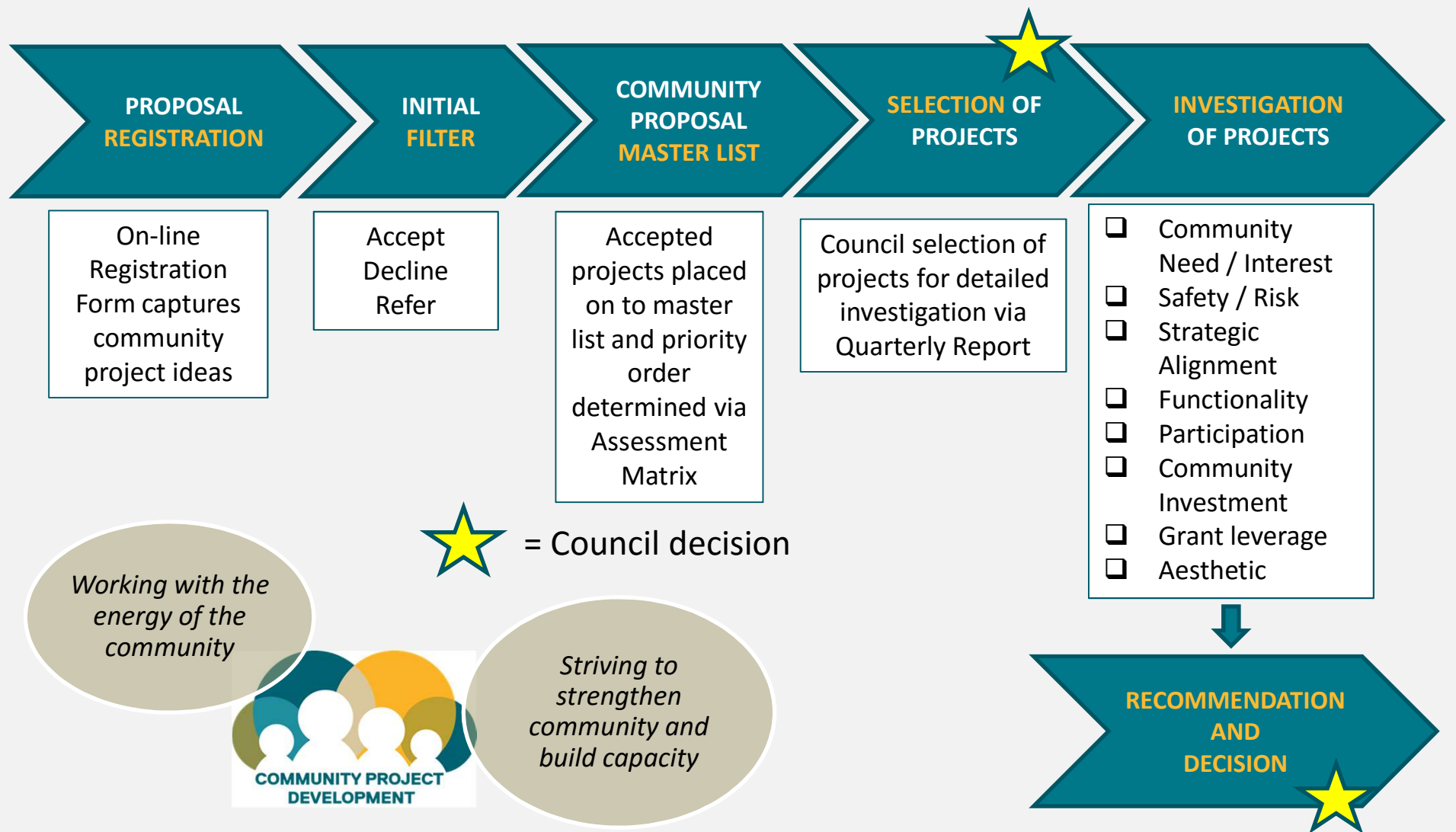
'Doing' part of  
the project  
and may  
include design  
and build.

## CLOSE

Closure  
meeting and  
closure report  
to celebrate  
and capture  
learnings.

**Aim is for viable and supported  
project proposals leaving this stage  
with a detailed project outline ready  
for funding consideration  
(background, scope, costing)**

# Community Project Development Process



# Community Project Development Process – End Point

## RECOMMENDATION & DECISION

### PROGRESS

#### Refer for Funding Consideration

- Future budget
- Immediate (current year)
- Grant program

#### Refer to Community Funded Project Process

- Council to manage / supervise project depending on complexity
- Project management support funded via PMO Community Support Fund

#### Provide Letter of Support

- Community submitting direct grant application
- Council support via PMO Community Support Fund

### NOT PROGRESS

#### Proposal Not Ready - Requires More Work (stays on master list)

- Requires further investigation (may need funds to complete more detailed investigation)
- May refer back to Service Manager for allocation to another officer

#### Proposal Not Ready – Timing (stays on master list)

- Timing related, may be considered at a later time or if funding ratios change

#### Proposal Not Viable/Supported (drops off list)

- A revised proposal may be considered in the future but would come back through the process