



ACT
Government

Chief Minister, Treasury and
Economic Development



Project Plan

Future Skills for Future Jobs Grants Program

Applicant: _____

Project title: _____

1. Project overview *(provide a summary of the project – max 400 words)*

2. Project objectives *(describe the desired results of the project)*

3. Deliverables *(describe the quantifiable outcomes to be delivered upon completion of the project)*

4. Key project activities					
Project activity/task	Proposed delivery timeframes and dates			Linkages and dependencies with other project activities or external factors <i>Identify factors that may impact or delay the commencement or completion of activity</i>	Lead party for activity/task <i>(e.g. applicant organisation/project partner/other external party)</i>
	Duration <i>(days/weeks)</i>	Commencement date <i>(indicative month/year)</i>	Completion date <i>(indicative month/year)</i>		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

5. Budget Plan

Please outline the proposed project budget allocation against the project activities/deliverables. Any supporting information you wish to provide to support your budget costings and allocations can be uploaded as an attachment to your application in SmartyGrants.

Item/activity/service	Funding source <i>(e.g. FSFJ Grant/in-kind contribution/other funding source)</i>	Quantity <i>(e.g. number of participants or project delivery hours)</i>	Cost per unit	Total Cost
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total Cost				\$