



ACT
Government

Chief Minister, Treasury and
Economic Development



Communication Plan

Future Skills for Future Jobs Grants Program

Applicant: _____

Project title: _____

Please outline your plan for communicating the key messages and outcomes, events and planned promotional activities for your project.

Target audience: <i>Who you need to reach and who will be affected or potentially affected by the project?</i>	Key messages: <i>What are the key messages that need to be communicated?</i>	Communication methods: <i>How are we going to tell them?</i>	Proposed events: <i>Proposed date (where known), event type</i>	Potential ACT Government involvement <i>Provide a brief outline of proposed activities involving ACT Government, eg. MLAs or ACT Government agencies/schools</i>
<i>Example:</i> <ul style="list-style-type: none"> Prospective students/participants Industry 	<i>Example:</i> <ul style="list-style-type: none"> To promote the health and wellbeing of our staff and visitors Our workplace will be sugar free from 30 June 2020 	<i>Example:</i> <ul style="list-style-type: none"> Flyer, website Social media Media Release 	<i>Example:</i> <ul style="list-style-type: none"> 1 September - Launch at a local college 2 September - Information session 	<i>Example:</i> <ul style="list-style-type: none"> Attendance at Launch Presentation of certificates at Graduation

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