

<p>Your strengths</p>	<p>Participants</p>	<p>Partners</p>
<p>What does your organisation bring? How is this unique? How is it relevant to the target cohort/issue? What are your organisational strengths?</p>	<p>Who? Where? Local connections? How will you reach them?</p>	<p>Who do you already have a working relationship with? What other partnerships will you need? Who will you collaborate with? Who will provide you with letters of support?</p>
<p>Activities</p>	<p>Project Idea</p>	<p>Community Impact</p>
<p>What? How will we deliver? How is it innovative?</p>		<p>Why is the project needed? Key objectives? Project outcomes? Ongoing impacts after the project has finished?</p>
<p>Infrastructure and resources</p>	<p>Key stakeholders</p>	<p>Evaluation</p>
<p>What do you have? What do you need?</p>	<p>Roles and responsibilities</p>	<p>What will be your inputs? What are your expected outputs and outcomes? How will you measure success?</p>

Checklist – Planning Checklist

Yes, we have....

Partnerships identified – support letters requested	<input type="checkbox"/>
Project idea mapped	<input type="checkbox"/>
Key requirements met	<input type="checkbox"/>
Key stakeholders and roles identified	<input type="checkbox"/>
List of support material required	<input type="checkbox"/>

Checklist – Submission Checklist

Yes, we have....

Partnerships confirmed – support letters finalised	<input type="checkbox"/>
Assessment criteria met	<input type="checkbox"/>
Project plan attached	<input type="checkbox"/>
Budget	<input type="checkbox"/>
Support material attached	<input type="checkbox"/>