

Project planning matrix

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PROJECT NAME: _____ DEVELOPER (organization, key players and roles): _____

PROJECT DESCRIPTION: _____

PROJECT BENEFIT: _____

	Vision Stage	Planning Stage	Entitlement Stage	Investment Decision Stage	Design and Construction Stage	Operation Stage	Capital Expenditure Stage	Rebuild or Decommission Stage
Proposed timetable (month and year, or number of months)								
Stakeholder Management Proponents Supporters Regulators/Municipalities Funders Hosts Voters Opponents (who are they, what is their attitude toward project, what will be needed from them, how do their interests diverge)								
Siting and Property Assemblage (alternate locations; land options, water rights options, leases, easements, licenses)								
Scope and Enterprise Model (how does the project operate, who will be benefitted or impacted by its operations, what are alternatives to be considered including no action)								
Entitlements, Political and Communications Plan								

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Proposed timetable (month and year, or number of months)								
(environmental and land use planning (who is lead agency, CEQA or NEPA, Army 404, zoning, variances); need for community benefit, business improvement, or assessment districts; planning for votes by governments and public; government affairs planning; public affairs planning)								
Organization and Contracting Plan (developer organization, key personnel, governing agreement, letters of intent, nondisclosure agreements, consultant agreements, agency agreements)								
Financing Plan (sources and uses of funds; government incentives, developer financing, third-party financing, public support, bond proceeds, issuance of new bonds)								
Procurement Plan (project labor agreements, public-private partnership, design-bid-build, construction agreements, operating agreements, insurance, public works requirements)								
Other Project Plans								
Need for Additional Plans								