## 1-PAGE COASTAL GRANT PROJECT PLANNING WORKSHEET

1. **In one sentence, summarize your project idea.** What will you do? When? With whom? Where? For what? Why?

2. **Who are you as an organization?** What is your mission or purpose?

3. **Describe the specific need or issue** in your community that your proposed project addresses.

4. **What specific goals** will you achieve in your community as a direct result of your work?

5. **What methods** will you need to bring these goals to fruition?

6. **Who else** has a vested interest in working with you as collaborators on this issue or opportunity?

7. **How will you evaluate success?** What information, tools, or data will you use to make these evaluations?

8. **What resources** do you need for this work? *(Skills, labor, equipment, training, supplies, services, etc.)*

9. **What is the estimated total cost?** How is this cost broken down?

10. **What broad categories of community needs or opportunities** does your project address?

Adapted from the Nonprofit Association of Oregon’s “Making Friends with Funders” workbook.