

(Town Name) Project Action Tool

| Project Name: | |
|---|--|
| Background / Context & Scope of Project: (Story of Project) (See Project Management Tool of Overview) | |
| Objectives and Deliverables: (Aim and end results) | |

| Key tasks: (What) | Methodology: (How) | Who | | | | Cost: | Potential Issues: |
|-----------------------|-----------------------|-----|--|--|--|-------|-------------------|
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