

# The Edible Schoolyard New Project Process

Project:

Dates:

## THIS PROJECT WILL BE A SUCCESS IF

1.

- 2.
- 3.
- 4.

# WE WILL COORDINATE AND COMMUNICATE ALONG THE WAY BY

1.

2.

### WHO

Manager: Assigns responsibility and holds owner accountable. Makes suggestions, asks hard questions, reviews progress, serves as a resource, and intervenes if the work gets off track.

Owner: Has overall responsibility for the success or failure of the project. Ensures that work gets done (directly or with helpers) and that others are involved appropriately.

Consulted: Should be asked for input or needs to be bought in to the project.

Helper: Available to do part of the work

Approver: Signs off on decisions before they are final. May be the manager, though might also be ED Informed: Doesn't hold any responsibility on the project, but should know what it going on.

Area of Work	Steps	Due	Who:	Status/Notes
	<b>I</b>			

#### Scope out the Project