Project Plan

### Instructions:

*Please fill in all sections. This document must not exceed four (4) pages in length. If you wish to provide additional information about your project that does not fit in the Project Plan or Creative Pitch Deck documents, you may provide it via SmartyGrants in the ‘Supporting Materials’ section.  
You may delete these instructions before submitting, if you require more space.*

|  |  |
| --- | --- |
| **Project title:** | Click or tap here to enter text. |
| **Creator or Studio:** | Click or tap here to enter text. |
| **Project Plan prepared by:** | Click or tap here to enter text. |
| **Project Plan date:** | Click or tap here to enter text. |

# 1) Where you are now

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| **What is the current state of your project? What work, if any, has already been done?** |
| Click or tap here to enter text. |
| **Who is on the team? Why are they well positioned to work on this project in terms of skills and their trajectory as gamemakers?** |
| Click or tap here to enter text. |
| **Please share a brief diversity, equity, and inclusion plan. This describes the current state of your team and project, details your plans to develop in these areas, and share how you will measure progress. Successful teams will be asked to report on this during the acquittal process.** |
| Click or tap here to enter text. |

# 2) Where you want to be

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| **What is the goal of this prototype? Why are you making it? What are you looking to learn through making it? How will it further your personal, professional, or commercial goals as a gamemaker?** |
| Click or tap here to enter text. |
| **Why do you, as a gamemaker, want to make this game? Why is this project important to you? How will it expand, deepen, or diversify your creative practice?** |
| Click or tap here to enter text. |

# 3) How this funding and project will help you get there

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| **How will you measure the personal, professional, or commercial success of the prototype? What markers will help you measure whether the prototype has achieved its stated goal?** |
| Click or tap here to enter text. |
| **What are your plans for next steps following completion of the grant period, and the completion of the project?** |
| Click or tap here to enter text. |

# 4) Milestones

### Instructions:

*The milestones table provides a high-level breakdown of the work to be done on the prototype. The purpose of this section is to provide enough information to bolster confidence in external stakeholders in the viability of your prototype’s development. The audience for these milestones is external stakeholders, not internal team members. Please consider the level of detail of information accordingly. The Acceptance Criteria is your conditions of success for the milestone. Add more lines to the table as needed.*

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| --- | --- | --- | --- | --- |
| **Milestone Name** | **Start Date** | **End Date** | **Key Tasks** | **Acceptance Criteria** |
| Name of milestone | DD/MM/YY | DD/MM/YY | Key tasks go here | How will I know the milestone has been met? |
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