

MFPC/DCFC WORK GROUPS

PROJECT SCOPING TOOL 2021

PROJECT DETAILS	
Project Title	
Brief Description (5-7 sentences) <ul style="list-style-type: none"> • What will be accomplished? • Who will be involved? 	
EQUITY IMPACT ANALYSIS	
Complete the fast-track RESJ tool for all proposed projects/actions: <ul style="list-style-type: none"> • How will you identify and mitigate unintended consequences for low-income communities and communities of color in particular? • Are there communities that stand to be disproportionately impacted by this project? • How will the project address those impacts? 	
SUSTAINABILITY ANALYSIS	
Complete The Natural Step MFPC Sustainability Charter for proposed projects/actions <ul style="list-style-type: none"> • How will this Project move the City towards greater sustainability and resilience in the future? • In particular, how will this Project improve the ability of residents to meet their basic needs without interfering with the needs of others in the community? 	

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POTENTIAL OPPORTUNITIES, TRADE-OFFS & BARRIERS

- What opportunities does this project seek to take advantage of and build on?
- What trade-offs (social, environmental and/or financial) might need to be made, and why would they be worth it?
- What barriers might restrict progress, and how can they be mitigated?

TEAM MEMBERS

- Work Group Members
- Community Members

PARTNERS & EXPERTS

- Are there other City programs that should be consulted, partnered with?
- Are there technical experts in the community that could be helpful?

IMPLEMENTATION PLAN

ESTIMATED LAUNCH DATE:

APPROXIMATION OF SCHEDULE/TIME COMMITMENT:
e.g. bi-weekly meetings, 10 hrs/mo for each team member

ESTIMATED COMPLETION DATE:

ESTIMATED TARGET DATES FOR KEY PHASES:

PHASE DESCRIPTION

ESTIMATED COMPLETION DATE

e.g. Inception

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e.g. Planning	
e.g. Action	
Other?	

COMMUNICATION PLAN	
What needs to be communicated?	
When?	
By whom?	
How?	