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| **Context** | **Project Delivery** | | | |
| **A. Conditions, Scoping and Planning**  What is the current situation?  What do you want to achieve? | **1. Inputs**  What do you need to deliver your project?  What do you need from Cambridgeshire County Council? | **2. Activities**  What are you going to do? | **3. Outputs**  What will happen as a result of the activities that you are going to do?  How many people will you help?  How will you measure this? | **4. Outcomes**  What will change as a result of what you have done? List local outcomes and outcomes for the County Council.  What indicators or tools will help you to see the impact? |
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| **B. Stakeholders / Partners**  Who needs to be involved? | **C. Rationale and Assumptions**  Why do you think that your project will achieve financial savings for Cambridgeshire County Council – what are your assumptions around savings? Using the costings guidance provided, please provide a savings estimation. Your named service lead can offer advice on this. | | | **D. Internal and External Factors**  What could have an impact on what you plan to do?  What are the risks and what are the opportunities? |
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