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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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