Moab - Tomorrow Together DRAFT Project Plan (Jan-June)																									
Phase 1: Taks	**Key Tasks**	**17-Jan**	**24-Jan**	**31-Jan**	**7-Feb**	**14-Feb**	**21-Feb**	**28-Feb**	**7-Mar**	**14-Mar**	**21-Mar**	**28-Mar**	**4-Apr**	**11-Apr**	**18-Apr**	**25-Apr**	**2-May**	**9-May**	**16-May**	**23-May**	**30-May**	**6-Jun**	**13-Jun**	**20-Jun**
Future iQ onsite	Future iQ Team onsite																							
	Weekly calls between FiQ and Carly Castle and intermittant meetings with Moab Project Team (Project Team -																							
Task 1: Development of Project Plan	Initial Planning, meetings and schedule **(Completed)**																							
	FiQ produces Project Portal **(Completed)**																							
	FiQ produces Project Plan/Timeline **(Completed)**																							
	Project Team is set up **(Completed)**																							
	Deadline for Moab Council Meeting Packet/Docs - 3 Feb																							
	FiQ presents at Moab Council Meeting - 7 Feb																							
	FiQ produces Engagement/Communication Plan																							
	FiQ submits Task 1 Invoice																							
Task 2: Implementation																								
Background Interviews	FiQ schedules background interviews with council/staff and others																							
	FiQ conducts interviews with council/staff and others																							
	FiQ produces videos and SM jpegs for portal/SM																							
Community Survey	FiQ produces Draft Community Survey																							
	Project Team approves final draft Community Survey																							
	FiQ produces Spanish version of Community Survey																							
	Community Survey onto Portal and link distributed																							
	Community Survey runs to 18 March (TBC)																							
	FiQ prepares Data Visualization of Community Survey																							
Think-Tank	FiQ produces Save the Date, Agenda and Application form for Think-Tank																							
	Project team approves Agenda and Application form																							
	Project team creates Think-Tank Interview list																							
	Project Team sends out Save the Date																							
	Project Team sends out Think-Tank Invitation/Agenda																							
	Project Team organizes catering/refreshments																							
	FiQ finalizes Think-Tank materials/handouts																							
	FiQ produces Spanish translation of materials/handouts																							
	Project Team prints Think-Tank materials/handouts																							
	Think-Tank workshop is held - 6/7 April																							
	FiQ produces Think-Tank Report																							
Vision Survey	FiQ produces Vision Survey (including Spanish version)																							
	Project Team approves Vision Survey																							
	Vision Survey runs to 10 June TBC																							
	FiQ prepares Data Visualization of Vision Survey																							
Discussion Boards	Online discussion boards run on the portal though to July																							
Community Vision Workshops	Project Team organize workshop times and venues																							
	FiQ produce workshop materials and translations																							
	Vision Workshops run (incl Spanish/Youth) - Wk of 6 June																							

Moab - Tomorrow Together DRAFT Project Plan (July - Oct)																				
Phase 1: Task 2	**Key Tasks**	**4-Jul**	**11-Jul**	**18-Jul**	**25-Jul**	**1-Aug**	**8-Aug**	**15-Aug**	**22-Aug**	**29-Aug**	**5-Sep**	**12-Sep**	**19-Sep**	**26-Sep**	**3-Oct**	**10-Oct**	**17-Oct**	**24-Oct**	**31-Oct**
Future iQ onsite	Future iQ Team onsite																		
	Weekly calls between FiQ and Carly Castle and intermittant meetings with Moab Project Team (Project																		
Future Summit	Project Team organize Future Summit venue																		
	Organization of Future Summit (Format/Agenda/Rapid Polling/Presentation																		
	Future Summit held - week of 12 September																		
	FiQ submits Task 2 Invoice																		
Phase 2: Task 1 Synthesize Results and																			
Focus Groups	FiQ produce focus group topics and produce materials for focus groups (translated)																		
	Project Team invite individuals to join focus groups																		
	Focus Groups run wk of 8 Aug and 12 Sept																		
City of Moab Vision and Strategic Action Plan	FiQ draft and finalize report with input from Project Team/Council																		
	FiQ submits Task 1 Invoice																		
Phase 2: Task 2 Vision Presentation																			
	FiQ presents Community Vision and Strategic Action Plan to Council/Staff/Community																		
	FiQ submits Task 2 Invoice																		