Problem statement

What is the issue we are trying to solve? What are the primary challenges?



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Users & Those Impacted

Who will use this app/project tool? Create personas or user stories based on archetypes of your target audience Who will this project affect and how? Who is the primary beneficiary? Where could you encounter users for feedback?

Features & Benefits

What will your app/project/tool do? What are the core essential features/ components required for this project to be successful?

How does each feature address a need or goal in your user story/personas How will it provide benefits?

Key Activities

How will this app/project/tool come to life? List the tasks required to implement the project's main features How will this app/project/tool get to its intended audience? How will we promote adoption? How will we maintain momentum for the development of this project? How will we keep the end product evergreen?

Partners

Who could help us create this project? What existing organizations can help you obtain Key Resources? What other existing community groups will have an interest in brining this project to life?

Project

What will we create for the user?

How is this addressing the Problem Statement and the Users?

What are the goals or metrics for success of this project in the next 3 months, 6 months, 1 year?

Key Resources

What resources are needed to complete the Key activities for this project? Will you need access to a dataset or subject matter expertise?

Where will you need help?

Start to discuss what types of technologies would be best suited to address the requirements for this project.