

Place Matters Project

Proposed Final Report Structure:

The Report will follow a structure that will include content that will meet all the requirements provided to our Project Team from the initial Council Innovation Fund Agreement. The draft content layout for the report is provided below. The layout is presented in a way that can be utilized by grassroots organizations, as well as The City. **Please note that this is the draft content layout and is subject to change in the final report.**

- Introduction
 - Executive Summary, Project Introduction, Approach, How to Use This Document, Glossary
- Part 1: Parks and Spaces: The Big Picture
 - A Changing Landscape (a high-level summary of community perspectives on current City processes and state of affairs)
 - Community Engagement
 - Barriers to Public Spaces and Grass Roots Organizations
 - Recommendations to Support Community Driven Projects
- Part 2: Resources for Grassroots Organizations
 - Support Organizations, Civic Framework, Community Actors
 - The Development Journey and Keys to Success
 - Sustainability and Succession planning
 - Tool Kit: Grassroots Project Development – First Steps
 - Tool Kit: Volunteer Committees 101 – Jobs to be done and how to delegate
 - Tool Kit: Community Activation
 - Overcoming Challenges: FAQ from grassroots organizations
- Part 3: Community Led Spaces in North-Calgary
 - Values and Drivers - Project Findings
 - North Central Project Prioritization

Along with the Final Report, there will also be various “Tool Kits” that will be provided. A list of the **Draft** Tool kits is shown below.

- Grassroots Process Development Tool Kit
- Supporting Community Engagement Tool Kit
- Supporting Community Activation Tool Kit
- Prioritization Tool Kit