DESIRE LINE

STAKEHOLDER ENGAGEMENT PLAN

[Project] engagement plan

CLIENT [Client]
DATE [Date]
LEAD [Name]

Purpose: [What the team needs to learn and how participation will inform the project.]

Audiences and access

[Stakeholders, participation barriers, accessibility, language and location needs.]

Activities

Audience and activity	Owner	Timing	Input informs
[Audience and method]	[Owner]	[Date]	[Decision or deliverable]
[Audience and method]	[Owner]	[Date]	[Decision or deliverable]

Feedback and review

[How input will be recorded, checked, summarized and returned to participants. Preserve disagreement.]

Next steps

[Required review before outreach, materials to prepare and immediate actions.]