

# Action Plan

## Sample Action Plan

|   | Contact Person | Implementation Partners   | Status | Funding Estimate                                       | Deadline for completion |
|---|----------------|---|--------|--|-------------------------|
| <b>ACTIVITIES &amp; EVENTS</b>  |                |   |        |  |                         |
| Lunchtime concerts  |                | Local high schools and colleges; local music groups   |        | No cost - \$2,000                                      |                         |
| Farmers Market  |                | City permitting office; local farmers   |        | No cost  |                         |
| Sidewalk or plaza chalking festival                                       |                | Nearby art schools or artists<br>Local arts, crafts, or flower markets                              |        | No cost - \$300 for supplies                           |                         |
| Local arts, crafts, or flower markets                                     |                | Local artists or craft collectives  |        | No cost  |                         |
| Local talent show of building employees and/or their families             |                | Building management and tenant contracts  |        | No cost - \$500 for display materials                  |                         |
| Placemaking exhibit   |                |   |        | No cost - \$500 for display materials                  |                         |
| <b>AMENITIES</b>  |                |   |        |  |                         |
| Cafe  |                | Existing cafe owners looking to expand, City EDC  |        | No cost - \$2,000                                      |                         |
| Vendors/carts   |                | City permitting office or planning department, building cafeteria; local beverage or food companies |        | No cost - \$2,000                                      |                         |
| Movable chairs  |                | Cafe owners; building management  |        | \$40-150 each  |                         |
| Cafe tables or picnic tables  |                | Cafe owners; building management  |        | \$250 each   |                         |
| <b>OTHER IMPROVEMENTS</b>   |                |   |        |  |                         |
| Re-direct traffic flow and pattern to better separate people and vehicles |                | City DOT  |        | No cost, if done in conjunction with existing projects |                         |
| New building entrance banners   |                | Building management   |        | \$5,000 (2 @ \$2,500 each)                             |                         |