

The SMART Project Test for S106 project proposals



The acronym 'SMART' is often used to question the quality or deliverability of a proposed project. It stands for:

- **Specific**
- **Measurable**
- **Achievable**
- **Realistic**
- **Timely/Targeted**

If a project has positive responses to individual SMART requirements, this usually means it is worthy of further support. If a project proposal has a negative response in any of the SMART requirements, this suggests that further consideration or work may be necessary before the project should proceed.

Below are some suggested questions that capital projects should be able to confidently answer before formally requesting funding under a S106 agreement. These questions are not a prescriptive list of requirements, but may be simply used during discussions to assist with project planning. The depth in which the questions are answered will clearly be reflective of the size of the project.

Do you have a specific project?

1. What is the project? What will the end result look like?
2. Exactly who will benefit and how?
3. Who will manage and deliver the project?
4. Where will the project will be situated (e.g., road names, description of land) ?
5. What population it is expected to serve (numbers, ages, area)?
6. How important is this project to the community / what will happen if this project is not delivered as you propose?

How can the project progress and its end successes be measured?

7. With all the right things in place (eg, funding), when could the project start?
8. When would you hope/anticipate the project will be completed?
9. How will the success of the project be measured? Who will do this monitoring and how?

Is the project achievable?

10. What key objectives need to be achieved before the project can start? (is there a project plan or 'to do' list? Is the project 'ready to go'?)
11. How will these objectives be achieved?
12. What problems could be encountered along the way?
13. What steps will be taken to minimise any risks?
14. What is the total project funding required to deliver the project in full?
15. What match funding (if applicable) is:
 - a. already secured (state amount & source)
 - b. still to be raised & plans to achieve this

Is the project realistic?

16. Is it needed and supported by the community? If so, how can you formally evidence this? E.g., Town/Parish Plan, local survey, minutes of meetings, letters from residents, etc.
17. What is the strength of this supporting evidence? (numbers, statements)
18. Is the scale of the project reasonable in relation to available resources, including project management time and funding?
19. Is there confidence in the delivery of a quality project?
20. Are the risks already identified easily militated against?
21. How will the project be managed after completion? Who will do this and how will it be funded? Consider also resources for maintenance?

Is the project Timely and/or Targeted

22. Does the proposed project fit with community need and available opportunities?
23. Does it complement the strategic aims of other important/local organisations?
24. Once delivered, which specific groups of people will the project help?
25. How will it be promoted to these people?
26. How will it be a protected asset or resource for these people in the future?

*Contact: Krista Harris, Regeneration Officer
Stroud District Council
Tel: 01453 754325
Email: krista.harris@stroud.gov.uk*