

SCOPING PHASE

The Scoping Phase is the initial step in the project development process. After the project sponsor defines the project purpose and need and determines the funding sources, a Project Manager will be assigned. The Scoping Phase duration depends on the project complexity and involves identifying stakeholders, establishing the project team, confirming the project purpose and need, initiating the environmental review process, determining the level of environmental documentation and required permits, performing survey, identifying risks, considering context sensitive solutions, and evaluating public involvement strategies.

The Scoping Phase begins when the Project Manager assembles a multi-disciplinary project team which includes other appropriate Stakeholders who evaluate the project and the available resource materials and proceeds to investigate the project with respect to their individual disciplines. The project team defines the required project deliverables, the working budget and the schedule for designing and developing the project.

At the conclusion of the Scoping Phase, the Project Manager will seek approval of the Scoping Report from the project sponsor to deliver the project within established technical requirements on-time and within-budget.

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