



Accountable

Informed

Responsible

Consulted



RACI Chart

Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Task #1	Research and Analysis	Paul	Lara	Pam, Jen, Aidan, Kristen		
Task #2	Stakeholder Consultations	Paul	Lara	Pam, Jen, Aidan, Kristen, Community Members, Local Businesses and Organizations		
Task #3	Policy Drafting and Refinement	Paul	Lara	Pam, Jen, Aidan, Kristen, Legal Advisors		
Task #4	Comprehensive Municipal Sponsorship Policy document	Paul	Lara	Pam, Jen, Aidan, Kristen, Legal Advisors		



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Task #5	Presentation for Municipal Council approval	Paul	Lara	Pam, Jen, Aidan, Kristen	Ad Hoc Committee, Corporate Services Committee, Council	
Task #6	Implementation plan	Paul	Lara	Pam, Jen, Aidan, Kristen	City Staff, Community Members, Local Businesses and Organizations	

