Stakeholder Matrix   **Project Name**   **<insert project name>**

As of: <insert date>

#	Name	Title	Entity	Contact Information	Relationship to the project	Communication Needs	Power	Interest	Approach
		External Stakeholder Details					**Power / Interest Analysis**		
			Customers		End User	Constrution Alerts, Updates, Public Meetings	Low	High	Keep Informed
			The Public		Potential Site Neighbors, Users	Constrution Alerts, Updates, Public Meetings	Low	High	Keep Informed
			CP Railroad		Partner, Sponsor	Plan review, status updates, meetings	High	Low	Keep Satisfied
			UP Railroad		Neighbor	Plan review, status upadtes, meetings	High	Low	Keep Satisfied
			FTA		Sponsor	Grant Application Review, ongoing monitoring meetings/status updates	High	Low	Keep Satisfied
			FTA		Governing Authority	one on one meetings, document review, tracked changes in documents, public meetings/outreach	High	Low	Keep Satisfied
			SHPO		Governing Authority	Permit Applications, plan review	High	Low	Keep Satisfied
			IDNR		Governing Authority	Permit Applications, plan review	High	Low	Keep Satisfied
			USACE		Governing Authority	Permit Applications, plan review	Low	Low	Monitor
			Elgin Staff & Local Electeds		Governing Authority	One on one meetings, permit applications	High	High	Manage Closely
			Senator Duckworth		Champion, Funding/Grants	Status Updates, schedule info, grant applications, letters of support	High	High	Manage Closely
			IEPA		Governing Authority	Permit Applications, plan review			Monitor
									Monitor
									Monitor
									Monitor

Stakeholder Matrix   Project Name   <insert project name>

As of: <insert date>

	External Stakeholder Details						**Power / Interest Analysis**		
#	Name	Title	Entity	Contact Information	Relationship to the project	Communication Needs	Power	Interest	Approach
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Stakeholder Matrix   Project Name   <insert project name>

As of: <insert date>

#	Name	Title	Entity	Contact Information	Relationship to the project	Communication Needs	Power	Interest	Approach
			External Stakeholder Details					Power / Interest Analysis	

Directions for Use:
Column A: Enter a unique identifier for the stakeholder, such as a number.
Column B: Enter the name of the stakeholder.
Column C: Enter the title of the stakeholder, if desired. This is an optional field.
Column D: Enter the department of the stakeholder, if desired. This is an optional field.
Column E: Enter the contact information for the stakeholder, if desired. This is an optional field.
Column F: Enter the role the stakeholder will fill in the project. This may not be known when the Stakeholder Register is first completed.
Column G: Select a value of High or Low from the drop-down to represent the stakeholder's level of Power relative to the project.
Column H: Select a value of High or Low from the drop-down to represent the stakeholder's level of Interest relative to the project.
Column I: This field will be populated based on the Power and Interest values entered. Refer to the Stakeholder Analysis model for how the Approach is determined.

Update the Stakeholder Register throughout the project, adding or removing stakeholders, or adjusting the analysis as needed to address project changes.

Delete or hide this row when the Stakeholder Register is completed.

The drop-down values are in cells G16, G17, H16, and H17; these cells are currently hidden.