



Discretionary Grant Application Program Implementation Work Plan

Using the table below, please outline the activities that will be most important in achieving your proposed objectives. Your completed Work Plan will show us: (1) what you are doing and when, (2) who is responsible for implementing the project, (3) costs associated with each proposed objective, and (4) the results you expect from each of your activities. **You may add or delete rows as necessary.**

Organization: [Please type your organization's name here] **Requested Grant Amount:** [Enter amount here] **Program Budget:** [Enter amount here]

The program budget you will cover must match or be greater than your grant request. Your program budget should include the amount invested by your organization and this grant. **PLEASE NOTE: The grant request cannot be more than 20% of annual agency budget.**

Objective <i>The direct, tangible, and measurable result you are seeking to achieve (one objective per row).</i>	Action <i>How the project will be put into action to achieve each objective (you may enter more than one activity per row, as each objective may have multiple activities associated with it).</i>	Timeframe <i>The start date and end date of the period during which each activity will occur.</i>	Responsible Person <i>The person who is accountable for each project activity.</i>	Financial Projection Use of CCF Grant Funds <i>What will the requested grant funds be used for to achieve the costs associated with this objective?</i>	Financial Projection Your Organization's Contribution <i>What is your organization contributing toward the costs associated with this objective? This is not required match but encouraged</i>	Proposed Measures of Success <i>How the success of the project will be assessed in reaching the objective.</i>	Outcomes <i>What will be different if you successfully implement this project?</i>

You may add rows to this chart as needed.