



PROJECT WORK PLAN

All text in italics is informational and should be deleted.

Applicants are encouraged to align their goals with specific activities that will meet those goals. Sample activities can include project administration and ramp-up; partnership engagement, outreach and recruitment; RAP enrollment and training; provision of supportive services; and follow-up tracking of apprentices to collect outcomes. For planning purposes, the applicant should identify key deliverables and the timeframe for achieving each deliverable, including any milestones to indicate progression of activities. The applicant should also provide the name of the lead or supporting institution engaged in each activity or producing each deliverable, including any partner organizations.

GOAL #1		<i>Insert goal</i>	
Activity: <i>Insert activity (Sample: Project Administration and Ramp-Up)</i>	<i>Insert description (if applicable)</i>	Lead/Support Implementer (s)	<i>Insert lead or supporting organization that will implement proposed activity</i>
Deliverable(s): <i>Insert deliverable(s)</i>	<i>Insert description (if applicable)</i>		
Milestones	Timeframe	Deliverable Dates	
<i>Insert milestone</i>	<i>Insert timeframe for deliverable</i>	Start:	<i>Insert start date</i>
		End:	<i>Insert end date</i>
		Annual Costs	
		Year 1	<i>\$ Insert annual costs</i>
		Year 2	<i>\$ Insert annual costs</i>
		Year 3	<i>\$ Insert annual costs</i>
		Year 4	<i>\$ Insert annual costs</i>
		TOTAL	<i>\$ Insert 4 year total</i>
GOAL #2		<i>Insert goal</i>	
Activity: <i>Insert activity (Sample: Project Administration and Ramp-Up)</i>	<i>Insert description (if applicable)</i>	Lead/Support Implementer (s)	<i>Insert lead or supporting</i>



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<i>Administration and Ramp-Up)</i>			<i>organization that will implement proposed activity</i>
Deliverable(s): <i>Insert deliverable(s)</i>	<i>Insert description (if applicable)</i>		
Milestones	Timeframe	Deliverable Dates	
<i>Insert milestone</i>	<i>Insert timeframe for deliverable</i>	Start:	<i>Insert start</i>
		End:	<i>Insert end date</i>
		Annual Costs	
		Year 1	<i>\$ Insert annual costs</i>
		Year 2	<i>\$ Insert annual costs</i>
		Year 3	<i>\$ Insert annual costs</i>
		Year 4	<i>\$ Insert annual costs</i>
		TOTAL	<i>\$ Insert 4 year total</i>
GOAL #3	<i>Insert goal</i>		
Activity: <i>Insert activity (Sample: Project Administration and Ramp-Up)</i>	<i>Insert description (if applicable)</i>	Lead/Support Implementer (s)	<i>Insert lead or supporting organization that will implement proposed activity</i>
Deliverable(s): <i>Insert deliverable(s)</i>	<i>Insert description (if applicable)</i>		
Milestones	Timeframe	Deliverable Dates	
<i>Insert milestone</i>	<i>Insert timeframe for deliverable</i>	Start:	<i>Insert start</i>
		End:	<i>Insert end date</i>
		Annual Costs	



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		Year 1	\$ Insert annual costs
		Year 2	\$ Insert annual costs
		Year 3	\$ Insert annual costs
		Year 4	\$ Insert annual costs
		TOTAL	\$ Insert 4 year total
GOAL #4	Insert goal		
Activity: Insert activity (Sample: Project Administration and Ramp-Up)	Insert description (if applicable)	Lead/Support Implementer (s)	Insert lead or supporting organization that will implement proposed activity
Deliverable(s): Insert deliverable(s)	Insert description (if applicable)		
Milestones	Timeframe	Deliverable Dates	
Insert milestone	Insert timeframe for deliverable	Start:	Insert start
		End:	Insert end date
		Annual Costs	
		Year 1	\$ Insert annual costs
		Year 2	\$ Insert annual costs
		Year 3	\$ Insert annual costs
		Year 4	\$ Insert annual costs
		TOTAL	\$ Insert 4 year total
GOAL #5	Insert goal		
Activity: Insert activity (Sample: Project Administration and Ramp-Up)	Insert description (if applicable)	Lead/Support Implementer (s)	Insert lead or supporting organization that will implement proposed activity



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<i>Deliverable(s): Insert deliverable(s)</i>	<i>Insert description (if applicable)</i>		
<i>Milestones</i>	<i>Timeframe</i>	<i>Deliverable Dates</i>	
<i>Insert milestone</i>	<i>Insert timeframe for deliverable</i>	<i>Start:</i>	<i>Insert start</i>
		<i>End:</i>	<i>Insert end date</i>
		<i>Annual Costs</i>	
		<i>Year 1</i>	<i>\$ Insert annual costs</i>
		<i>Year 2</i>	<i>\$ Insert annual costs</i>
		<i>Year 3</i>	<i>\$ Insert annual costs</i>
		<i>Year 4</i>	<i>\$ Insert annual costs</i>
		<i>TOTAL</i>	<i>\$ Insert 4 year total</i>