**PROJECT WORK PLAN PROPOSAL**

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| **Organization Name:** |  | **Project Name:** |  |

Breaking a project down into smaller steps makes it easier to understand what a project will do, when should things happen, and what is expected to happen as a result of each step. Key activities are essential to complete for a project to be successful. Complete the table below; consider referring to your answers to Application Question #7a.

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| **Key Activity (what your project entails in #7a)** | **Person/Position Responsible** | **Month to be Accomplished** | **\*Expected Outcome (immediate, tangible results in #7a)** |
| Example: Hire EJ Project Coordinator | Executive Director | June 2025 | 1 staff dedicated to EJ |
| Example: Host workshop for elders on indoor air pollution | EJ Coordinator | July 2025 | Participants learn 2 non-toxic cleaning recipes to reduce exposure to toxic chemicals at home |
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