City of Duluth - Community Betterment Program

Sample Workplan

Please list briefly, in chronological order, the steps or key activities you will take to accomplish this project. Beside each step/activity, please show the estimated completion date.

*Remember: All projects must be completed within (6) six months from the date the matching funds are approved. Only a brief description is required here, a detailed timeline will be required with your formal application.

Step/Activity	Completion Date
Example: Grading/Site preparations	July 18, 2003
Example: Footing Inspection	July 21, 2003