TEMPLATE F: ACTIVITIES TO BE CONDUCTED

J. ACTIVITIES TO BE CONDUCTED

PROVIDE AN OVERVIEW OF ACTIVITIES TO BE CONDUCTED AND FOR EACH ACTIVITY SPECIFY THE ACTIVITY NUMBER; ACTIVITY NAME; DESCRIPTION/OBJECTIVE; EXPECTED OUTCOME; ACTIVITY LEAD; RISK &MITIGATION; START DATE; END DATE AND ASSOCIATED MILESTONE MATCHED TO THE MAJOR MILESTONE TEMPLATE. APPLICANTS ARE INVITED TO SUBMIT THEIR OWN GANTT CHART TO SUPPLEMENT THE INFORMATION TO BE COMPLETED FOR SECTION I – THAT FURTHER OUTLINES THE PROJECT TASKS, ROLES & RESPONSIBILITIES, TIMELINES ETC.

#1 - ACTIVITY NAME: ASSOCIATED MILESTONE PER TEMPLATE E

_____   _____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

_____   _____

_____   _____

_____   _____

TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

_____

PROCEDURES AND METHODS TO BE EMPLOYED:

DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

NATIONAL
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TEMPLATE F: ACTIVITIES TO BE CONDUCTED

There is space provided for twelve activities, however, each project is different, and some may require fewer or more. If your project requires fewer, then only complete the necessary number. If your project requires more space for additional activities, then attach it to the application in a separate document. Ensure that word count remains consistent in the attachment.

#2 - ACTIVITY NAME: ASSOCIATED MILESTONE PER TEMPLATE E

_____   _____

OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#3 - ACTIVITY NAME:

_____

ASSOCIATED MILESTONE PER TEMPLATE E

_____

OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):

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ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY:

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START DATE: END DATE:

PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#4 - ACTIVITY NAME:

ASSOCIATED MILESTONE PER TEMPLATE E

_____   _____

OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#5 - ACTIVITY NAME:

_____

ASSOCIATED MILESTONE PER TEMPLATE E

_____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):

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ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY:

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START DATE: END DATE:

PROCEDURES AND METHODS TO BE EMPLOYED:

DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#6 - ACTIVITY NAME: ASSOCIATED MILESTONE PER TEMPLATE E

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OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#7 - ACTIVITY NAME:

ASSOCIATED MILESTONE PER TEMPLATE E

_____

_____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):

ROLE AND RESPONSIBILITY:

TIME REQUIRED FOR ACTIVITY:

START DATE: END DATE:

PROCEDURES AND METHODS TO BE EMPLOYED:

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#8 - ACTIVITY NAME:

ASSOCIATED MILESTONE PER TEMPLATE E

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_____

OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):

ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY:

START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#9 - ACTIVITY NAME:

_____

ASSOCIATED MILESTONE PER TEMPLATE E

_____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):

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ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY:

_____

START DATE: END DATE:

PROCEDURES AND METHODS TO BE EMPLOYED:

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#10 - ACTIVITY NAME: ASSOCIATED MILESTONE PER TEMPLATE E

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OBJECTIVE/ DESCRIPTION:

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EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

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KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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DESCRIBE RISKS AND RISK MITIGATION STRATEGIES:

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#11 - ACTIVITY NAME:

ASSOCIATED MILESTONE PER TEMPLATE E

_____

_____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):

ROLE AND RESPONSIBILITY:

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TIME REQUIRED FOR ACTIVITY:

START DATE: END DATE:

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PROCEDURES AND METHODS TO BE EMPLOYED:

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#12 - ACTIVITY NAME: ASSOCIATED MILESTONE PER TEMPLATE E

_____   _____

OBJECTIVE/ DESCRIPTION:

EXPECTED OUTCOMES INCLUDING KEY METRICS TO INDICATE SUCCESS OR SHORTCOMINGS ARISING:

KEY TEAM MEMBER(S):   ROLE AND RESPONSIBILITY:

_____   _____

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TIME REQUIRED FOR ACTIVITY: START DATE: END DATE:

_____

PROCEDURES AND METHODS TO BE EMPLOYED:

DESCRIBE RISKS AND RISK MITIGATION STRATEGIES: