**GRANT SCHEDULE**

**NAME OF PROJECT**

**Name of Applicant**

**SCHEDULE, MILESTONES & DELIVERABLES**

|  |  |  |
| --- | --- | --- |
| Date | Milestones | Deliverables |
| On or before  Date, 2015 | CONTRACTOR will:   1. Do this 2. And this 3. And this | CONTRACTOR will submit:   1. This Item 2. This Item 3. This Item 4. This Item |
| On or before  Date, 2015 | CONTRACTOR will:   1. Do this 2. And this 3. And this | CONTRACTOR will submit:   1. This Item 2. This Item 3. This Item |
| On or before  Date, 2015 | CONTRACTOR will:   1. Do this 2. And this 3. And this | CONTRACTOR will submit:   1. This Item 2. This Item 3. This Item 4. This Item |
| On or before  Date, 2015 | CONTRACTOR will:   1. Do this 2. And this 3. And this | CONTRACTOR will submit:   1. This Item 2. This Item 3. This Item |
| On or before  Date, 2015 | CONTRACTOR will:   1. Do this 2. And this 3. And this | CONTRACTOR will submit:   1. This Item 2. This Item 3. This Item |

Blank GRANT SCHEDULE FORM - to complete, be sure to:

1. Change the “NAME OF PROJECT” at the top to reflect the name of the grant project.
2. Change “NAME OF APPLICANT” to reflect the name of the applicant for the grant.
3. Under “Milestones” add in what the contractor (grant recipient) will be doing at each step, e.g., Contractor will conduct measured drawings, or Contractor will Assemble historical data.
4. Under “Deliverables” add in what deliverables the Contractor will be submitting as part of the grant project, e.g. Contractor will submit Draft brochure, Contractor will submit Draft NRHP nomination.
5. Also Under “Deliverables” be sure to include Progress Reports #1, #2, and #3 (at a minimum); and Invoices #1, #2, and Final – e.g., Invoice 1 (1/3 of grant amount); Invoice 2 (1/3 of grant amount) and Final Invoice (remainder of grant amount)
6. Under “Date”, change the dates to reflect a reasonable project schedule for the grant project – remember that the final date of the grant schedule cannot me any later than September 30, 2015.
7. Add in additional lines or delete lines to reflect a project schedule that is reasonable for your project.
8. Please do not alter the formatting or font.
9. Are you finished? Delete this text and print and include in the Grant Application.