Activity/Project Work Plan

Instructions

To complete the Activity/Project Work Plan please complete cells that are not shaded.

Rows can be added to the following tables as required.

Activity Details

Organisation Name	
Grant Activity Name	
Grant Activity ID	

Activity Deliverables

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report

Risk Management (please note any predicted risks & related mitigation strategies)

Risk	How the Risk will be Managed	Report

Budget

Items	Budgeted Amount	Expended Amount

Stakeholder

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report

Further Comments