**ATTACHMENT 4 – WORK PLAN TEMPLATE**

**SUMMARY**

**PROJECT NAME:**

**CONTRACTOR SFS PAYEE NAME:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTRACT PERIOD**:

From

To:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Provide an overview of the project including goals, tasks, desired outcomes and performance measures:

Contract Number #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**DETAIL**

|  |  |  |  |
| --- | --- | --- | --- |
| OBJECTIVE | BUDGET CATEGORY/ | TASKS | PERFORMANCE MEASURES |
|  | DELIVERABLE |  |  |
|  | (if applicable) |  |  |
| 1: |  | a. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | b. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | c. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |

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|  |  |  |  |
| --- | --- | --- | --- |
| OBJECTIVE | BUDGET CATEGORY/ | TASKS | PERFORMANCE MEASURES |
|  | DELIVERABLE |  |  |
|  | (if applicable) |  |  |
| 2: |  | a. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | b. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | c. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |

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|  |  |  |  |
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| OBJECTIVE | BUDGET CATEGORY/ | TASKS | PERFORMANCE MEASURES |
|  | DELIVERABLE |  |  |
|  | (if applicable) |  |  |
| 3: |  | a. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | b. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |
|  |  | c. | i. |
|  |  |  |  |
|  |  |  | ii. |
|  |  |  |  |
|  |  |  | iii. |
|  |  |  |  |