



Grantee Work Plan Instructions

Instructions to Grantees:

Using organization letterhead if possible, in 2-3 pages model the Work Plan on the format below, including question headings, to summarize the proposed grant “deliverables” or outcomes.

Grant Organization Name: _____

MDVA Grant Type:

SOT/competitive ___ *SOT/VSO* ___ *SOT/fast-track* ___ *Legislatively-named* ___

Date: _____

Prepared by (name/title): _____

Grant Period: (e.g. 2/1/19 – 1/31/19): _____

Purpose of grant (summarize in 2-3 sentences):

Grant Award Amount: _____

1. What is the problem/situation that grant project seeks to address?
2. How will grant project address the problem/situation?
3. How will veterans (and family member’s) lives be improved upon successful completion of the grant project? (include how many veterans will be directly served as a result of the grant?)
4. Additional information

Signed by: _____

Date: _____

Print Name: _____

Title: _____