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| **GUDIANCE TO APPLICANTS:**  **Before you start to draft this Scope of Work, you should consider the following guidance. If you have any questions about the SOW, you should consult with your assigned MTI Investment Officer.**  SPECIFIC PROJECT  DELIVERABLES SECTION:   * In this section of the Scope of Work, first describe the key/primary project activities that you are looking to achieve as part of your project. Then you should outline your projected goals/outcomes related to those key activities. MTI typically refers to these goals or outcomes as “deliverables”. * To help us understand what you believe success will look like when your work is completed, we would like you to make each deliverable as measurable as possible.   PROJECT TIMELINE:   * In this section of your Scope of Work, enter the planned “Start Date” related to your project activity and your projected “Completion Date”. As you consider these dates, make you give your team enough time to complete each task, and you allow for unexpected delays.   ***NOTE:* You may insert and/or resize rows as needed to include additional detail; however, relative to additional narrative, data tables, and pictures, we suggest you utilize the SOW and Budget Section of Application Template to provide that type of information.** |

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| **SPECIFIC PROJECT DELIVERABLES** | **PROJECT TIMELINE** | |
| **START DATE** | **COMPLETION DATE** |
| **Key Activity 1:**  Measurable Deliverable 1: | XX/XX/XXXX | XX/XX/XXXX |
| **Key Activity 2:**  Measurable Deliverable 2: | XX/XX/XXXX | XX/XX/XXXX |
| **Key Activity3:**  Measurable Deliverable 3: | XX/XX/XXXX | XX/XX/XXXX |