

MITIGATION PROJECT WORK SCHEDULE

Applicant: **LITTLETON**

Grant: **HMGP 4496-02LIT**

Taskⁱ	Estimated Task Start Month ²	Task Duration (in months)	Estimated Task End Month ³
Grant Award/State Contracting	Oct 22	3	Dec 22
Select and Hire a Vendor	Jan 23	2	Feb 23
Convene Local Hazard Mitigation Planning Committee	Mar 23	2	April 23
Update Hazard Profiles (concurrent)	May 23	3	July 23
Update Critical Facility Inventory (concurrent)	Jun 23	3	Aug 23
Update Hazard Vulnerability (concurrent)	Jun 23	4	Sep 23
Update Mitigation Goals (concurrent)	Oct 23	6	Mar 24
Update Actions	Dec 23	6	May 24
Plan Review, Evaluation, and Implementation	Jun 24	3	Aug 24
Plan Maintenance	Sep 24	2	Oct 24
Public Review of Draft	Oct 24	6	Apr 25
Review and Approval/Closeout	May 25	6	Oct 25
Total Estimated Time for Project Completion:		36 months	

1. Enter tasks in the first column. Tasks listed are examples and should be edited based on actual proposed scope of work. These tasks should be major milestones as detail does not have to be budgeted at the micro level. Tasks could include planning, engineering/design, construction, project management, etc. Tasks for hazard mitigation plans are standard tasks based on FEMA planning requirements. Add “(concurrent)” following those tasks that may happen concurrently with other tasks.

2. Estimated task start month is from time of grant award, which may be unknown at the time of subapplication submission. Schedule can be adjusted post-award based on specific project needs such as time of year restrictions, supply chain issues, etc.

3. The estimated task end month is the month in which that task is complete, not necessarily the month when the following task begins.