

Direct Service Grant: Timeline Sample*

**Doing Good for the Elderly, Inc.
Doing Good Nutrition Education Program Timeline**

ACTIVITY/TASK	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Hire Program Director	x	x										
Finalize consultant agreement	x											
Confirm partnership agreements with program partners	x											
Finalize program evaluation tools		x										
Train Program Director		x	x									
Recruit program participants			x	x	x							
Phase one evaluation: baseline				x	x							
Implement program					x	x	x	x	x	x	x	
Pursue other funding options for sustainability							x	x	x	x	x	x
Phase two evaluation: comparison											x	
Review evaluation results for lessons learned and program adjustments												x
Share evaluation results with service partners at network meeting												x

*Note: This sample is for illustrative purposes only and can be changed as needed. Feel free to use this, or any other format that is appropriate for your project.