

Work Plan

Instructions:

- List all loan eligible procedures or tasks used to complete your project. Provide a logical timeframe in chronological order for all proposed loan activities.
- Add rows to the table below, as needed.
- Include this detailed Work Plan that clearly and concisely describes the tasks and activities required to achieve the goals/objectives in the proposed project narrative.
- Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project. Provide the resumes of key project personnel and contractors.
- Include major work items (e.g., permitting, site planning, engineering, construction, equipment, field supervision, health and safety requirements, testing, bonds, etc.).
- Demonstrate that all tasks are logical and achievable within the loan term and with available resources.
- Identify measurable targets that must be met to accomplish your project within the loan timeline, with specific dates for each target. Include a schedule that details the quantity of additional material processed until the project is operating at full capacity.
- For organics projects only: If renewable power or low-carbon fuels are to be produced, explain the process and how this energy will be utilized, and whether any electricity produced will be sold to the grid or used on site.

Applicant Name

Task #	Description/Activity	Contractor/ Staff Name	Goal/Objective	Start Date	End Date

