Financial Sustainability Work Plan and Timeline

Create a work plan and timeline for financial sustainability activities that specifies what needs to happen, who is responsible for doing them, when they need to be done, what resources are needed to support them, and any important notes. Set realistic timelines that have been agreed to by the people involved. If you have a general work plan, these activities can be integrated into that document; if not, the template below will come in handy.

Action Item	Lead	When	Resources Needed	Notes