

## EXHIBIT 3-R NON-INFRASTRUCTURE PROJECT WORK PLAN SAMPLE

This sample is for projects performed by local agency staff. It may be modified for work performed by consultant.

Date:					
Project Number:					
Project Location:					
Project Description:					
Task Summary:		Start	End	Cost	
Task "A"					
Task "B"					
Task "C"					
<b>GRAND TOTAL</b>					
TASK "A" DETAIL:					
Task Summary:					
Schedule:	Start Date:	Month-Year	End Date:	Month-Year	
Activities/	1				
Deliverables:	2				
	3				
<b>Staff Costs:</b>					
Staff Time			Hours	Rate	Total \$
Party 1 - Position/Title					
Party 2 - Position/Title					
Task Notes:			Staff Costs:		
			Indirect Costs:		
			Total Staff Costs:		
			Other Costs:		
			Travel:		
			Equipment:		
			Supplies/Materials:		
			Other Direct Costs:		
			Total Other Costs:		
TASK GRAND TOTAL:					

- Repeat Task Details table for all identified tasks
- Include a Gantt Chart for the tasks, if appropriate.