**WRITING THE PROGRAM ACTIVITIES AND TIMELINES**

The Program Activities and Timelines section should convince the funder that you, on behalf of Clayton State University know and understand the stated problem by describing the following activities that will be implemented to resolve/reduce/abate it.

**How:** Provide a detailed description of how the project will be resolved or abated; what will occur from the time the project begins until it ends.

**When:** Present the order and timing for all activity tasks that will be completed to achieve the stated objectives. Timeline/ Timetable: It might make sense to provide a timetable to map out the sequencing of when task activities will be achieved.

**Why:** Provide a detailed description of why the planned activity tasks will effectively work together to achieved the anticipated outcome results to reduce/abate/ change the stated problem.

<http://www.clayton.edu/Grant-Contract-Programs/Links>