

# Summer on the Hill - Preliminary Project Timeline As of March 5, 2008



ID	% Complete		Task Name	Duration	Start	Finish	Predecessors
1	55%		<b>Stage 0 - Preparing for Launch</b>	<b>95 days</b>	<b>Mon 12/3/07</b>	<b>Fri 4/11/08</b>	
2	100%		<b>Application/Award</b>	<b>43 days</b>	<b>Mon 12/3/07</b>	<b>Thu 1/31/08</b>	
3	100%		Taproot Foundation Application & Interviews	8 wks	Mon 12/3/07	Fri 1/25/08	
4	100%		<i>Letter of Intent (LOI) sent</i>	0 days	Thu 1/31/08	Thu 1/31/08	3
5	43%		<b>Client Preparation/Award</b>	<b>27 days</b>	<b>Thu 1/31/08</b>	<b>Mon 3/10/08</b>	<b>4</b>
6	0%		Grantee Takes Action per LOI packet	3 wks	Thu 1/31/08	Wed 2/20/08	
7	100%		Account Director Assigned	2 wks	Wed 2/6/08	Tue 2/19/08	
8	50%		Site Visit - Preparation and Meeting	2 wks	Thu 2/21/08	Wed 3/5/08	7
9	0%		<u>Service Grant Award Signed</u>	<u>0 days</u>	<u>Mon 3/10/08</u>	<u>Mon 3/10/08</u>	<u>8</u>
10	0%		<b>Taproot Foundation Preparation</b>	<b>25 days</b>	<b>Mon 3/10/08</b>	<b>Fri 4/11/08</b>	<b>9</b>
11	0%		Form Taproot Foundation Service Grant Team	2 wks	Mon 3/10/08	Fri 3/21/08	
12	0%		Internal Kickoff Meeting	2 wks	Mon 3/24/08	Fri 4/4/08	11
13	0%		Preparation for Kickoff Meeting with Client	1 wk	Mon 4/7/08	Fri 4/11/08	12
14	0%		<b>Stage 1 - Kickoff</b>	<b>1 day</b>	<b>Mon 4/14/08</b>	<b>Mon 4/14/08</b>	<b>13</b>
15	0%		Kickoff meeting, discussions on assumptions & expectations	1 day	Mon 4/14/08	Mon 4/14/08	
16	0%		<i>Kickoff Meeting and Draft Project Plan Completed</i>	0 days	Mon 4/14/08	Mon 4/14/08	15
17	0%		<b>Stage 2 - Discovery and Planning</b>	<b>26 days</b>	<b>Tue 4/15/08</b>	<b>Tue 5/20/08</b>	<b>16</b>
18	0%		Conduct 1st round of Interviews	2 wks	Tue 4/15/08	Mon 4/28/08	
19	0%		<i>1/2 of Discovery Interviews Completed</i>	0 days	Mon 4/28/08	Mon 4/28/08	18
20	0%		Conduct remaining interviews	1 wk	Tue 4/29/08	Mon 5/5/08	18
21	0%		Research and analysis	2 wks	Tue 4/29/08	Mon 5/12/08	18
22	0%		Write Requirements Brief	2 wks	Tue 4/29/08	Mon 5/12/08	18
23	0%		Finalize Project Plan	2 wks	Tue 4/29/08	Mon 5/12/08	18
24	0%		Presentation of Requirements Brief and Project Plan	1 day	Tue 5/13/08	Tue 5/13/08	23
25	0%		Client review of Requirements Brief and Project Plan	1 wk	Wed 5/14/08	Tue 5/20/08	24
26	0%		<u>Final Project Plan and Requirements Brief Approved</u>	<u>0 days</u>	<u>Tue 5/20/08</u>	<u>Tue 5/20/08</u>	<u>25</u>
27	0%		<b>Stage 3 - Draft Direction</b>	<b>35 days</b>	<b>Wed 5/21/08</b>	<b>Tue 7/8/08</b>	<b>26</b>
28	0%		Site Architecture	2 wks	Wed 5/21/08	Tue 6/3/08	
29	0%		<u>Site Architecture Approved</u>	<u>0 days</u>	<u>Tue 6/3/08</u>	<u>Tue 6/3/08</u>	<u>28</u>
30	0%		Design and Copy	3 wks	Wed 5/21/08	Tue 6/10/08	
31	0%		Review and revisions	3 wks	Wed 6/11/08	Tue 7/1/08	30
32	0%		Client Review of Final Draft Direction	1 wk	Wed 7/2/08	Tue 7/8/08	31

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33	<u>0%</u>		<u>Final Draft Direction Approved</u>	<u>0 days</u>	<u>Tue 7/8/08</u>	<u>Tue 7/8/08</u>	<u>32</u>
34	<b>0%</b>		<b>Stage 4 - Delivery</b>	<b>30 days</b>	<b>Wed 7/9/08</b>	<b>Tue 8/19/08</b>	<b>33</b>
35	0%		Development	3 wks	Wed 7/9/08	Tue 7/29/08	
36	0%		Testing & Training	2 wks	Wed 7/30/08	Tue 8/12/08	35
37	0%		Client Review of Final Deliverables	1 wk	Wed 8/13/08	Tue 8/19/08	36
38	<u>0%</u>		<u>All Materials Delivered and Approved</u>	<u>0 wks</u>	<u>Tue 8/19/08</u>	<u>Tue 8/19/08</u>	<u>37</u>
39	<b>0%</b>		<b>Stage 5 - Assessment and Closing</b>	<b>10 days</b>	<b>Wed 8/20/08</b>	<b>Tue 9/2/08</b>	<b>38</b>
40	0%		Conduct Evaluations	1 wk	Wed 8/20/08	Tue 8/26/08	
41	0%		Complete project and celebrate success	1 wk	Wed 8/27/08	Tue 9/2/08	40
42	0%		<i>Service Grant Closed</i>	<i>0 days</i>	<i>Tue 9/2/08</i>	<i>Tue 9/2/08</i>	<i>41</i>