

**PSGC Project Timeline Template #1**

Project Name Timeline								
	October	November	December	January	February	March	April	May
Set up social media accounts								
Have the final bill done								
Add DC Criminal Code to Bill								
Coalition building								
Acquire personal testimonies (goal = 5)								
Collect Petition Signatures (in favor of bill)								
Collect Advocacy letters (to hand to Council Members)								
Meet with DC City Councilmembers								
Meet with DC Police Chief and Staff								
Meet with DC Department of Health								
Introduce Good Samaritan Overdose Prevention Act								
Submit Letter to Editor								
Create Radio/print ad								

**\*a good timeline details anticipated month by month actions, can be composed in word or excel doc.**

**Opportunities for Commission to Observe Service**

Please **\*indicate/ list dates and times where the commission may observe your service activities for the project.**

**\*\*NOTE:** Provided PSGC Templates are to act as a reference and guide to you as you develop your application. Please refrain from simply copying verbatim, the structure or detail information in the provided templates. The PSGC will evaluate each application for its uniqueness and ability to provide a clearly structured statement of intended plans of action, as well as opportunities to observe service in action.

**Project Timeline Template 2**

**Project Name Timeline**

October-November	Get GW certified as an IRS approved VITA site
	Contact other DC area schools to coordinate programs
November	Recruit volunteers and select a 1L Assistant Director.
	Reserve equipment and training time from the IRS
December	Select days to run the program and reserve space at the law school.
January	IRS training for volunteers to become certified to prepare tax returns.
	Advertise heavily to alert DC residents.
February	Advertise heavily to alert DC residents.
March	Run VITA site on _____
	Begin recruiting directors for the program for 2012-2013.
April	Run VITA site on _____
	Submit reports to PSGC, IRS, GW Law SBA.
	Write application for IRS funding grant for 2012-2013 year and submit by July 30.
	Celebration/thank you for volunteers.

**Opportunities for Commission to Observe Service**

Please \*indicate/ list dates and times where the commission may observe your service activities for the project.

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