

Project Plan

for:

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Summary:

A project plan is used to help manage your renovation from start to finish. You can use it to help track progress as you move through the renovation process. It acts as a timeline or guide for your reference. The plan should include the project(s), work to be completed, start and end dates, any other information you feel is relevant to complete your projects. As long as the basics mentioned above are included, please use your preferred style. Once complete, submit the project plan with your application! Best of Luck!

Example:

Projects for Renovation

1) **ABC Roofers Ltd.**– Quote # 12345

- **Remove old roof**
- Prepare base with underlayment
- Reroof house with snap tite metal

Start Date: July 2023

Completion Date: 2 wks

2) **ABC Hot Water Tanks Ltd** – Quote # 23456

- **Remove and replace old hot water tank with high efficiency tank**

Start Date: Aug 2023

Completion Date: 2 days once started

3) **ABC Windows** – Quote # 34567

- **Remove old basement windows and replace.**

Start Date: Order windows Jul 2023, install Sep 2023

Completion Date: Sep 202 - 3