

Attachment 3: Project Timeline, Position Descriptions, Strategic Plans, and Letters of Support (Attachment 3) Attach a *Project Timeline* with each project goal, related objective, activity, expected completion date, responsible person, or organization; *Position Descriptions* for key positions; and *Letters of Support* from all key partners, detailing the commitment to work with the applicant organization/agency/tribe to promote the mission of the project.

OAR of Fairfax County: Project Timeline

Goal	Objective	Activity	Year 1 Completion Date	Responsible Person at OAR
Provide case management resources	Hire qualified case manager for project management	Advertise, interview and hire new case manager for program	60 days after notification of award of grant (Year 1)	Community Programs Director and Senior Case Manager
Provide residential counseling services for Beacon	Hire qualified residential counselor	Advertise, interview and hire new residential counselor for program	60 days after notification of award of grant (Year 1)	Community Programs Director and Senior Case Manager
Secure additional housing resources for Beacon program	Provide housing for 4 Beacon program participants under the grant	Rental of townhouses in the community	One townhouse at end of 1st quarter after start up (Year 1)	Community Programs Director
Secure new mentors for program	Increase number of mentors available for new program	Recruitment and training of 10 new volunteer mentors	End of 2nd quarter after program start-up (Year 1)	Community Programs Director, Project case manager, Volunteer coordinators;
Serve 20 program participants in Year 1 of grant	Serve first group of participants drawn from inmates in the "Release Planning" Class or inmates selected for the Beacon reentry program	Enroll 10 inmate participants in program and assign mentors	End of 3rd quarter after program start-up (Year 1)	Community Programs Director, Project case manager, class instructors

Goal	Objective	Activity	Year 1 Completion Date	Responsible Person/Organization
Add additional mentors to program	Increase number of mentors available for new program	Recruitment and training of an additional 10 volunteer mentors	End of 3rd quarter after program start-up (Year 1)	Community Programs Director, Project case manager, Volunteer coordinators
Serve 20 program participants in Year 1 of grant	Serve second group of participants drawn from inmates in the “Release Planning” Class or inmates selected for the Beacon reentry program	Enroll 10 more inmate participants in program and assign mentors	End of 4th quarter after program start-up (Year1)	Community Programs Director, Project case manager, class instructors
Goal	Objective	Activity	Year 2 Completion Date	Responsible Person/Organization
Add additional mentors	Increase number of mentors available for program	Recruitment and training of an additional 15 volunteer mentors	End of 1 st quarter (Year 2)	Community Programs Director, Project case manager, Volunteer coordinators
Secure additional housing resources for Beacon program	Provide housing for 4 additional Beacon program participants under the grant	Rental of townhouses in the community	One townhouse by 1 st quarter (Year 2)	Community Programs Director
Serve 30 program participants in Year 2 of grant	Serve third group of participants drawn from inmates in the “Release Planning” Class or inmates selected for the Beacon reentry program	Enroll 15 more inmate participants in program and assign mentors	End of 2 nd Quarter (Year 2)	Community Programs Director, Project case manager, class instructors

Goal	Objective	Activity	Year 2 Completion Date	Responsible Person/Organization
Add additional mentors to program	Increase number of mentors available for new program	Recruitment and training of an additional 15 volunteer mentors	End of 3 rd quarter (Year 2)	Community Programs Director, Project case manager, Volunteer coordinators
Serve 30 program participants in Year 2 of grant	Serve fourth group of participants drawn from inmates in the “Release Planning” Class or inmates selected for the Beacon reentry program	Enroll 15 more inmate participants in program and assign mentors	End of 4 th Quarter (Year 2)	Community Programs Director, Project case manager, class instructors

