

Years	2023				2024				2025		
	Quarter	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Grant Administration											
Grants Gateway Updates		10-Jun		15-Nov							
One Sheeter Developed	1-Mar										
FLVC Board Resolution	2-Mar										
PEQ		10-Apr									
Ways and Means		12-Apr									
Full BOS		20-Apr									
Incentive Proposal Submitted		28-Apr									
Incentive Proposal Approved		20-Jun									
Meet with Grant Administrator/Quarterly Update	10-Jan	1-May	1-Sep	15-Dec	15-Jan	1-Jun	15-Sep	5-Dec	1-Mar	1-Apr	
WMBE - List created, qualified		28-May		15-Dec							
Last Payment Scheduled, submitted								30-Dec		1-Apr	
Extension application because of Aug. Start								30-Dec			
Ensure Environmental reviews, process in place				1-Dec	15-Mar						
Monthly tasks											
Promotional/Communications/Marketing											
FLVC Internal Landing Resource Page published		12-Apr									
National Historic Marker Day		28-Apr				28-Apr				28-Apr	
National Tourism Week #Forward		4-May									
PR Machine Kicks in ...					10-Jan	1-May		1-Oct			
Project Start Up											
Inventory and Condition Report - RFP		1-Jun		1-Dec							
Inventory and Condition Report - Selection			1-Jul	21-Nov							
Reconnect with Historians and Towns		12-May	31-Aug	20-Nov							
"Imagine" initial potential 50			10-Jun	20-Nov							
Meeting with historians on prototypes, update			10-Aug	20-Nov							
Identify 10 New Places - relate to visitors spots today		12-May	10-Sep	20-Nov							
Identify 10 Educational Focused messaging.				30-Sep							
Map/Necklace Development Drafted/Improved				15-Nov	31-Mar	5-Oct					
Development of MOU about program parameters			30-Jun								
Content Development											
Create a prototype of Content		7-Jun	15-Dec								
Hire/Work Content Editor (WMBE)			1-Jul	20-Jan							
FLVC, Historians, Editor Working on Base 20 Content			15-Jul	15-Apr	30-Jun						
Extend outreach to tie into "other areas" setting up for promo and supporting content (Flagler Example)				1-Nov	15-Apr						
Produce Videos/Voice/Slide Shows											
Identify initial school, educational partnership			10-Sep								
Develop content materials for any school engagement					20-Jan						
Production											
Identify and interview potential vendors for AR Tech			1-Sep								
Tech Vendor RFP			14-Sep	10-Dec							
Tech Vendor Approved				5-Dec	10-Jan						
Content integrated with Technology					30-Jan	30-Jun					
Installation/Construction											
Signs Made all technology in place								1-Dec			
RFP for Construction						1-Jun					
RFP for Installation/Modification						1-Jun					
Final Check for SEQR and Installation Compliance						30-Jun					

Initial timeline at start of project

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Grants Gateway Updates												
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FLVC Board Resolution		2-Mar										
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