



Activity Work Plan Report

Instructions

To complete the Activity Work Plan Report you will need a copy of your approved Activity Work Plan.

Most text boxes in this form will be populated by copying the text in your Activity Work Plan. You will need to report against each line item in the text boxes on the right hand side of the form.

For further guidance on completing this form go to the [Website](#)

Add rows to the following tables as required.

Activity Details

Organisation Name	<i>From AWP</i>
Grant Activity Name	<i>From AWP</i>
Grant Activity ID	<i>From AWP</i>



Activity Deliverables

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<i>From AWP</i>	<i>From AWP</i>	<i>From AWP</i>	<i>From AWP</i>		

Risk Management (please note any predicted risks & related mitigation strategies)

Risk	How the Risk will be Managed	Report
<i>From AWP</i>	<i>From AWP</i>	

Budget

Items	Budgeted Amount	Expended Amount
<i>From AWP</i>	<i>From AWP</i>	
<i>From AWP</i>	<i>From AWP</i>	



Stakeholder

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
<i>From AWP</i>	<i>From AWP</i>	<i>From AWP</i>	

Further Comments