# MTC Local Parking Management Program: Planning Grant Application Scope of Work

**Jurisdiction/Agency Name**: (should match with application Question 1)

**Project Title**: (match with application Q5)

**Short Project Description**: (match with application Q6)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Task #** | **Task** | **Task Description** | **Key Deliverable(s)** | **Estimated Cost** | **Estimated length of task** |
| 1, 2, etc. | Only necessary to list primary tasks. Additional detailed subtasks (1A, 1B, etc.) are optional. | High-level description of task. | Only necessary to list key deliverables associated with task. Listing additional interim deliverables are optional. | Estimated cost of each task (excluding public agency staff time) | Estimated number of months. Overall project must be completed within 18 months of grant award. |
|  | [add rows as necessary] |  |  |  |  |
|  |  |  |  | List total cost in final row. Sum of all task costs should equal total cost listed in application Q15 | List total project length in final row |

*Only primary tasks, high-level task descriptions, and key deliverables are necessary at this stage, although more detailed breakdown of any scope items will be accepted. If any tasks or overall project must be completed by any specific dates, please indicate in the Estimated Length column; however, note that awarded projects are not anticipated to begin until Fall 2023 at earliest.*