

<b>Project Timetable &amp; Milestones</b>		
Start date (date from which eligible expenditure will be incurred)	1 July 2018	
Financial completion date (date by which eligible costs will have been defrayed (European Social Fund – contractual completion date))	31 October 2020 (NB applicant is willing to extend this to allow 3 years project timescale)	
Practical completion date (date by which all outputs will be achieved. European Regional Development Fund only)	N/A	
Activity end date (date by which all the activities described in the funding agreement will be completed)	31 October 2020	
<b>Milestone</b>	<b>Start date</b>	<b>Completion date</b>
Project Steering Group established	Mar 18	Ongoing
Procurement plan finalised	Mar 18	Jun 18
Timeline and project approval phase – including establishment of necessary processes, guidance, monitoring system to include collation of participant details, interventions, financial monitoring and evidence collation in line with Management and Control Requirements for ESIF Projects	Apr 18	Sep 2018
SLA's agreed with Delivery partners	Jan 18	Mar 18
Procurement framework implemented – tenders started to secure relevant external providers (4-6 month process)	Apr 18	Sep 18
Project start – Mobilisation phase to start as soon as approval granted (if funding agreed)	1 Jul 18	1 Jul 18
Project delivery team in place	July 18	Oct 18
Referral mechanism between JCP, NCS and delivery partners/procured provision in place	Apr 2018	Dec 18
Performance Review meetings	Sep 18	Jun 20
Required providers appointed	Sep 18	Mar 19
Promotions and marketing strategy implemented	Oct 18	Ongoing
Review project outputs, results and outcomes	Oct 18	Dec 20
Project engagement activity ceases for new referrals	Aug 20	Aug 20
Project closure report	Oct 20	Oct 20
<i>Achievement of milestones is dependent upon the approval of funding and the receipt of an offer letter.</i>		