

2021 CalEITC+ Grant Workplan
Education & Outreach Instructions and Definitions CalEITC+ Education & Outreach Applicants Only
Complete the E&O Workplan (CSD 171) by providing metrics and a detailed narrative of the education and outreach activities to be completed during the life of the grant. Each metric and narrative listed on the Workplan must align with information entered into the Budget Summary (CSD171A), Budget Detail (CSD171B), and Timeline (CSD171TL).
Web - Definitions and Instructions
<p>EITC Website Hits: Provide the number of visits to a webpage specifically designed to promote CalEITC, YCTC, the federal EITC and Child Tax Credit, and ITIN eligibility. Note: this figure should not indicate hits to your organization's main website.</p> <p>Description of Activities to be Conducted: Provide a narrative that describes each of the items below.</p> <ol style="list-style-type: none"> 1) Summary of updates that will be made to the website during the life of the grant. 2) A listing of website updates that that will occur, who they will target, and where? 3) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc." 4) Provide any other information pertinent to work that will be conducted in relation to web presence. <p>This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet). Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).</p>
Social Media - Definitions and Instructions
<p>Number of Facebook, Twitter, Instagram, TikTok and/or Other Posts: Provide the total number of social media posts to be conducted during the life of the grant.</p> <p>Description of Activities to be Conducted: Provide a narrative that describes each of the items below.</p> <ol style="list-style-type: none"> 1) Detail the various social media channels through which your organization will disseminate educational messages, share success stories, and inform the public about outreach events in the target area (Facebook, Twitter, Instagram, YouTube, TikTok, etc.). Explain how you will determine that your organization's messaging strategy will reach eligible Californians, including the adoption of messaging created by statewide grantees. 2) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc." 3) Indicate leveraging of other resources in regards to social media. This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet). <p>Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).</p>
Canvassing - Definitions and Instructions
<p>Interactions: Provide the total number of conversations that will take place over the life of the grant. Note that these are interactions, not individuals reached. For example, if while canvassing the canvasser speaks to more than one resident of the same household, this is counted as "1" interaction. Indicate total number of interactions here.</p> <p>Number of Individuals who Receive Targeted Text Messages: Provide the number of individuals that will be reached using targeted text messaging. For example, your organization sends out two text messages to the same group of 50,000 people. You would enter "50,000" people into this cell. Indicate total number of text messages here.</p> <p>Description of Activities to be Conducted: Provide a narrative that describes each of the items below.</p> <ol style="list-style-type: none"> 1) Provide details of canvassing expected for the selected target area. Provide projected metrics for applicant's target area as indicated in Appendix I: Maps of Target Areas 2-14. 2) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc." 3) Provide additional information pertinent to work that will be conducted during the life of the grant in relation to canvassing, including indicating any leveraging of other resources that will be conducted. This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet).

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Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).

Media - Definitions and Instructions

Impressions Definition: Calculate impressions based on total unique visits/views per month. In other words, what is the estimated unduplicated count of the particular media outreach for the life of the grant? For example, a transit ad may run for four weeks during a month and have a reach of 80,000. However, the same people view that ad every week, so the impressions from that transit ad are realistically 20,000. Another example is that a radio ad is played on a station with a reach of 1,500,000 people a month. If the radio ad ran only twenty times in a month, it has a more realistic impression of 50,000 (1.5 million/30 days in the month = 50,000).

Most vendors will provide these actual impressions as part of their agreement.

Impressions of Printed, Paid Radio, Radio PSAs, Paid Television Ads, Television PSAs, Billboards, Transit, Internet/Website, and Social Media/Boosted Ads: Indicate the number of projected impressions for the various ads. Indicate total number of impressions here.

Description of Activities to be Conducted: Provide a narrative that describes each of the items below.

- 1) For each type of advertisement, please detail why it would be effective in the indicated target area and how ads will be managed. For each type of ad, indicate how applicant will provide CSD a monthly breakdown of advertisement impressions.
- 2) Provide details for any local press event(s) expected and whether applicant will seek to obtain print/online, radio, or television coverage of the event(s).
- 3) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc."
- 4) Indicate leveraging of other resources in regards to media. This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet).

Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).

Collateral Messaging - Definitions and Instructions

Flyers/Brochures Distributed: Indicate the total number of brochures/flyers that will be provided to eligible Californians in the target area. This may include, but is not limited to: distributing flyers at the end of an event, flyers distributed to people who enter a career-center, brochures disseminated to school children to bring home to their parents, etc. Do not include brochures distributed to partners or left at places like coffee shops. Please detail those efforts in the narrative, but do not add them as a projection.

Number of Individuals who Receive Direct Mailers: Provide the number people who will receive a direct mailer. Indicate total number of direct mailers here.

Description of Activities to be Conducted: Provide a narrative that describes each of the items below.

- 1) Broad overview of flyer/brochure distribution, including leveraging of resources. Overview should match the metrics listed above.
- 2) A list of direct mailers that will be sent out. Overview should match total listed above.
- 3) Provide details about each expected newsletter and how it will reach eligible Californians in the target area.
- 4) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc."
- 5) Provide any other additional information pertinent to work conducted during the month in relation to complimentary messaging, including indicating any leveraging of other resources. This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet).

Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).

Group Events - Definitions and Instructions

Number of Events: Provide the total number of Group Events that will take place during the life of the grant.

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Description of Activities to be Conducted: Provide a narrative that describes each of the items below.

- 1) Provide details of group events expected for the target area.
- 2) Provide projected metrics for applicant's target area as indicated in Appendix I: Maps of Target Areas 2-14.
- 3) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc."
- 4) Provide additional information pertinent to work conducted during the month in relation to group events, including indicating any leveraging of other resources. This includes referencing subcontractors listed under the CSD 171SI (Subcontractor Information Worksheet).

Please note that subcontractor expenditures are a separate budget category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).

Other - Definitions and Instructions

Directions: Provide clear and concise definitions for outreach activity "other."

Outreach Activity "Other" Name:

Outreach Activity "Other" Category:

Category Projection Definition:

Definition of "Description of Activities To Be Conducted" (Provide order to match narrative in Workplan)

- 1) Indicate which languages will be utilized. For example: "English, Spanish, Chinese, Russian, etc."

2021 CalEITC+ Grant Education & Outreach Workplan

Organization Name:		Representative:	
Telephone Number:		Email:	
Target Area:			
Grant Amount:			

Projected CalEITC+ Education and Outreach Grant Activities

Enter a summary of projected education and outreach activities to be performed over the life of the grant below. Enter the metrics for each category and detail the activities to be conducted. Refer to the "E&O Workplan Instructions" for definitions and instructions for each category and how to interpret projection metrics.

Outreach Activity	Category	Projected Number
Web	EITC Website Hits:	

Description of Activities to be Conducted
<p><i>Type text here</i></p>

Outreach Activity	Category	Projected Number
Social Media	Facebook Posts:	
	Twitter Posts:	
	Other Posts (Instagram, TikTok, etc.):	

Description of Activities to be Conducted
<p><i>Type text here</i></p>

Outreach Activity	Category	Projected Number of Interactions
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Organization Name:		Representative:	
Telephone Number:		Email:	

Target Area:	
Canvassing	Canvassing in Targeted Neighborhoods:
	Text Messages:
	Phone Calls:

Description of Activities to be Conducted	
<i>Type text here</i>	

Outreach Activity	Category	Projected Number of Impressions
Media	Printed Ads:	
	Paid Radio Ads:	
	Radio PSAs:	
	Paid Television Ads:	
	Television PSAs:	
	Billboards:	
	Transit Ads:	
	Internet/Website Ad Impressions:	
	Social Media Promoted/Boosted Ad Impressions:	

Description of Activities to be Conducted	
<i>Type text here</i>	

Outreach Activity	Category	Projected Number
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Organization Name:		Representative:	
Telephone Number:		Email:	

Target Area:

Collateral Messaging

Flyers/Brochures Distributed:	
Individuals who Receive Direct Mailers:	

Description of Activities to be Conducted

Type text here

Outreach Activity

Category

Projected Number

Group Events

Group Events:

Description of Activities to be Conducted

Type text here

Outreach Activity

Category

Projected Number

Other

Description of Activities to be Conducted

Organization Name:		Representative:	
Telephone Number:		Email:	

Target Area:

Type text here

2021 CalEITC+ Grant Workplan	
CalEITC+ Free Tax Preparation Assistance Workplan Instructions	
CalEITC+ and CalEITC+ FTPA Applicants	
Existing Site	Check this box if your organization currently manages a tax site that will be operational for the 2021 tax year.
New Site for Tax Year 2021	Check this box if a new site will be in operation for the 2021 tax year.
Name of Site and/or Online Platform	Insert name of site and/or the online platform.
Site Location (Street Address and City)	Include the address for established site(s). If proposed new site(s), insert address if known; if address is unknown, enter "to be determined" (TBD).
Site ID Number (SIDN)	For existing sites, provide the SIDN (Site Identification Number) for the site. Site ID numbers are assigned by the IRS and begin with "S" followed by eight numbers. For new sites, you may leave this blank initially, and then provide it once assigned.
<u>PROJECTED</u> Number of IRS Certified Volunteers	Indicate the total number of IRS certified volunteers that will provide free tax preparation services for each site(s) for the 2021 tax year.
<u>PROJECTED</u> Total Core Hours of Operation in Tax Year 2021	Project the total core hours of operation hours for sites operating in 2021, regardless if it is a new or established tax site.
<u>PROJECTED</u> Total Hours of Extended Operation for Tax Year 2021	Project the total number of extended operation hours for sites operating in 2021, regardless if it is a new or established site.
<u>PROJECTED</u> Total # of ITIN Application Acceptance Assistance for Tax Year 2021	Project the total number of ITIN application acceptance assistance for the 2021 tax year. Applicants may accomplish this directly by assisting individuals with the completion of the IRS Form W-7 <i>Application for Individual Taxpayer Identification Number (ITIN)</i> or by referring applicants to subcontractors or partnered certified IRS Acceptance Agents.
Federal Returns Completed in Tax Year 2020	Provide the total number of tax returns prepared at this specific site and/or online platform in tax year 2020.
<u>PROJECTED</u> Federal Returns Completed in Tax Year 2021 (filed with either an SSN or an ITIN)	Provide the total number of returns projected to be completed in tax year 2021. Include returns filed with a Social Security Number (SSN) or an ITIN.
Free Tax Preparation Assistance Education & Outreach	Describe the methods used to increase awareness and promote the utilization of Volunteer Income Tax Assistance (VITA), Tax Counseling for the Elderly (TCE), and other free tax preparation assistance (FTPA) sites. <i>This section is required for Statewide and LA County CalEITC+ FTPA applicants only.</i>
Adding or Deleting Lines	Add or delete lines to fit your specific needs. If adding lines, insert lines before the last line to maintain pre-set print attributes.

<input type="checkbox"/>	<input type="checkbox"/>									
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Outreach Activity	Category
<p align="center">Free Tax Preparation Assistance Education & Outreach</p> <p><i>This section is required for Statewide and LA County CalEITC+ FTPA applicants only.</i></p>	<p>Methods to increase awareness and promote the utilization of Volunteer Income Tax Preparation (VITA), Tax Counseling for the Elderly (TCE), and other free tax preparation assistance (FTPA) sites.</p>

Description of Activities to be Conducted

Type text here



2021 CalEITC+ Grant Workplan	
ITIN Application Acceptance Assistance Workplan Instructions All Applicants	
<u>PROJECTED</u> Number of ITIN Applicants Assisted (Referral or Direct Service)	Project the total number of ITIN applicants you will assist by either providing direct service or a referral. Refer interested individuals to subcontracted or partnered certified IRS Acceptance Agents to assist in processing their IRS Form W-7 <i>Application for Individual Taxpayer Identification Number</i> at no cost, or directly assist individuals with completing the IRS Form W-7.
<u>PROJECTED</u> Number of Staff Certified as IRS Acceptance Agent (Currently Certified)	Project the total number of current agency staff certified as IRS Acceptance Agents.
<u>PROJECTED</u> Number of Staff Certified as IRS Acceptance Agent (Certification in Process)	Project the total number of agency staff certified as IRS Acceptance Agents that are currently in the certification process.
<u>PROJECTED</u> Number of ITIN Applications Submitted	Project the anticipated number of IRS Form W-7 <i>Application for Individual Taxpayer Identification Number (ITIN)</i> applications to be submitted.

2021 CalEITC+ Grant ITIN Application Acceptance Assistance Workplan

	Organization Name:	Representative:	
Statewide <input type="checkbox"/> Regional <input type="checkbox"/>	Telephone Number:	E-mail Address:	
Target Area:			
Projected Number of ITIN Applicants Assisted (Referral or Direct Service)	Projected Number of Staff Certified as IRS Acceptance Agent (Currently Certified)	Projected Number of Staff Certified as IRS Acceptance Agent (Certification in Process)	Projected Number of ITIN Applications Submitted

2021 CalEITC+ Grant Budget Preparation Instructions
Period of Performance - December 1, 2021 through June 30, 2022

Complete the Budget Summary CSD 171A, and Budget Detail CSD 171B, by providing itemized activity expenditures for each CalEITC+ (Education and Outreach, Free Tax Preparation Assistance, Individual Taxpayer Identification Number (ITIN) Application Acceptance Assistance) activity.

Please Note:

Disallowed costs - Funds may not be used to pay for alcoholic beverages, bad debts, charitable contributions or donations, contingency reserves, fines and penalties resulting from violations of federal, state, and/or local laws and regulations, fund-raising, goods and services for personal use of employees, idle facilities unless necessary due to fluctuations in workload, insurance of lives of trustees, officers or employees when applicant's organization is a beneficiary, lobbying costs, food, or entertainment or promotional items, such as "swag" gifts. "Swag gifts include but are not limited to: toys, pens, buttons, clips, etc.).

Administrative costs - Applicants should make every effort possible to limit overhead/administrative costs. If administrative costs will be allocated, costs must be fully supported and included in each proposed CalEITC+ grant activity category and CSD will review for approval.

Budget Summary (CSD 171A)

The total for each budgeted activity should be provided in the Budget Summary for each applicable line item and fully supported in the Budget Detail.

If you are conducting CalEITC+ grant activities other than those listed in the identified categories, describe and detail those activities in the section labeled "Other".

Projected expenditures should be rounded to the nearest dollar. The total projected expenditures for each CalEITC+ grant category will be automatically calculated.

Each CalEITC+ grant activity line item projected expenditures must match the sum of the costs listed for each CalEITC+ grant activity in the Budget Detail (CSD 171B).

Budget Detail (CSD 171B)

The Budget Detail must include a written detailed list of itemized expenditures for each CalEITC+ grant activity. The cost for each grant activity must match the projected expenditure line items entered in the Budget Summary (CSD 171A).

Activity - Expenditure: Identify the expenditure associated with the CalEITC+ Grant Activity category (e.g., web presence). An example activity expenditure for web presence may include "Webpage Update Design". Add/delete rows as necessary to the bottom of each activity expenditure category.

Detail: Explain the activity expenditure in detail to support all projected costs. Provide information such as, but not limited to, operating expenses, staff salaries, fringe benefits, equipment, and subcontractor expenses. Please note, subcontractor expenditures are a separate budgeted category on the Budget Detail and Budget Summary sheets and must align with the Subcontractor Information Sheet (CSD 171SI).

Cost: Provide the total cost for each projected activity expenditure.

Total Cost: All projected activity expenditures will be automatically calculated based on numbers provided in the "Cost" column.

Explanation: If grant activity is an expansion of ongoing or previous efforts, please explain how it was previously funded. Also explain why previous funding is no longer utilized. (No explanation is necessary for new outreach activities.)

2021 CalEITC+ GRANT BUDGET SUMMARY

Organization Name:		Representative Name:	
Telephone Number:		Email:	
			Grant Amount:
			Target Area:

EDUCATION & OUTREACH ACTIVITIES *CalEITC+ E&O Applicants Only*

All **CalEITC+** applicants (Target Areas 1 - 15) are required to dedicate a minimum of 35 percent of their grant activities towards education and outreach.

Activity	Description	Projected Expenditures (rounded to the nearest dollar)
1. Salary, Wages, & Fringe Benefits		
2. Web		
3. Social Media		
4. Canvassing		
5. Media		
6. Collateral Messaging		
7. Group Events		
8. Subcontractor		
9. Other Costs (Activity not listed above, Administrative, etc.)		
TOTAL (Sum of Lines 1 - 9)		0

FREE TAX PREPARATION ASSISTANCE ACTIVITIES *CalEITC+ E&O and CalEITC+ FTPA Applicants*

All **CalEITC+ E&O** Statewide (Target Area 1), Regional, and Rural (Target Areas 2 - 15) applicants are required to dedicate a minimum of 35 percent of their activities towards free tax preparation assistance services.

Statewide and LA County **CalEITC+ FTPA** applicants (Target Areas 1 and 2) are required to dedicate up to 90 percent for free tax preparation assistance, and a maximum of 10 percent for free tax preparation education and outreach.

Line Item	Description	Projected Expenditures (rounded to the nearest dollar)
10. Salary, Wages, & Fringe Benefits		
11. Online Platform		
12. Equipment		

13. Supplies		
14. Subcontractor		
15. FTPA Education & Outreach (maximum of 10 percent for CalEITC+ FTPA grantees)	<i>This section is required for Statewide and LA County CalEITC+ FTPA applicants only.</i>	
16. Other Costs (Activity not listed above, Administrative, etc.)		
TOTAL (Sum of Lines 10 - 16)		0

ITIN APPLICATION ACCEPTANCE ASSISTANCE
All Applicants

All applicants (Target Areas 1 - 15) are required to dedicate 10 to 30 percent of their activities towards ITIN related activities.

Activity	Description	Projected Expenditures (rounded to the nearest dollar)
17. Salary, Wages, & Fringe Benefits		
18. Subcontractor		
19. Other Costs (Activity not listed, Training, Administrative, etc.)		
TOTAL (Sum of Lines 17 - 19)		0

Subtotal E&O Activities Budget Amount (Sum of Lines 1 - 9, auto-populated)	\$0
<i>(Must be a minimum of 35% of TOTAL budget for all E&O applicants)</i>	0%
Subtotal FTPA Activities Budget Amount (Sum of Lines 10 - 16, auto-populated)	\$0
<i>(CalEITC+ must be a minimum of 35% of TOTAL budget)</i>	0%
<i>(CalEITC+ FTPA must be a maximum of 90% of TOTAL budget)</i>	0%
Subtotal ITIN Related Activities Budget Amount (Sum of Lines 17 - 19, auto-populated)	\$0
<i>(All applicants are required to dedicate between 10% and 30% of TOTAL budget)</i>	0%
TOTAL BUDGET:	\$0
(Must Match Grant Amount from Above)	

2021 CalEITC+ GRANT BUDGET DETAIL

Organization Name:		Representative:	
Telephone #:		Email Address:	
Target Area (County):			
Grant Amount:			

EDUCATION & OUTREACH ACTIVITIES
CalEITC+ E&O Applicants Only

All CalEITC+ E&O applicants (Target Areas 1 - 15) are required to dedicate a minimum of 35 percent of their grant activities towards education and outreach.

Note: Add/delete rows as needed to the bottom of each activity expenditure category.

Activity - Expenditure	Detail	Cost	Explanation (include if the activity is a new in 2021, an expansion, or an activity previously supported by a CSD grant)
Salary, Wages, and Fringe Benefits			
<i>Example: Jane Smith, Grant Coordinator</i>	<i>10% of annual salary of \$60,000</i>	<i>6,000</i>	<i>Reassigning staff member to grant, Expansion</i>
<i>Example: To Hire (1) Project Coordinator</i>	<i>\$18 per hour; average 25 hours per week for 15 weeks</i>	<i>6,750</i>	<i>Hiring new staff to manage grant, New</i>
Salary & Wages Subtotal		\$12,750	
Web			
Web Subtotal			
Social Media			
Social Media Subtotal			
Canvassing			
Canvassing Subtotal			
Media			
Media Subtotal			
Collateral Messaging			
Collateral Messaging Subtotal			
Group Events (Virtual and/or Physical)			
Group Events Subtotal			
Subcontractors			
Subcontractors Subtotal			
Other Costs			
Other Costs Subtotal			
EDUCATION & OUTREACH ACTIVITIES SUBTOTAL:		12,750	

FREE TAX PREPARATION ASSISTANCE ACTIVITIES
CalEITC+ E&O and CalEITC+ FTPA Applicants

All CalEITC+ E&O Statewide (Target Area 1), Regional, and Rural (Target Areas 2 - 15) applicants are required to dedicate a minimum of 35 percent of their activities towards free tax preparation assistance services.

Organization Name:		Representative:	
Telephone #:		Email Address:	

Statewide and LA County CalEITC+ FTPA applicants (Target Areas 1 and 2) are required to dedicate up to 90 percent for free tax preparation assistance, and a maximum of 10 percent for free tax preparation education and outreach.

Note: Add/delete rows as needed to the bottom of each activity expenditure category.

Activity - Expenditure	Detail	Cost	Explanation (include if the activity is a new in 2021, an expansion, or an activity previously supported by a CSD grant)
Salary, Wages, and Fringe Benefits			
Salary & Wages Subtotal			
Online Platform			
Online Platform Subtotal			
Equipment			
Equipment Subtotal			
Supplies			
Supplies Subtotal			
Subcontractors			
Subcontractors Subtotal			
FTPA Education & Outreach			
<i>This section is required for Statewide and LA County CalEITC+ FTPA applicants only.</i>			
FTPA E&O Subtotal			
Other			
Other Costs Subtotal			
FTPA ACTIVITIES SUBTOTAL:			

ITIN APPLICATION ACCEPTANCE ASSISTANCE ACTIVITIES

All Applicants

All applicants (Target Areas 1 - 15) are required to dedicate 10 to 30 percent of their activities towards ITIN related activities.

Note: Add/delete rows as needed to the bottom of each activity expenditure category.

Activity - Expenditure	Detail	Cost	Explanation (include if the activity is a new in 2021, an expansion, or an activity previously supported by a CSD grant)
Salary, Wages, and Fringe Benefits			
Salary & Wages Subtotal			
Subcontractors			
Subcontractors Subtotal			
Other Costs			

Organization Name:		Representative:	
Telephone #:		Email Address:	
Other Costs Subtotal			
ITIN ASSISTANCE RELATED ACTIVITIES SUBTOTAL:			
Subtotal E&O Activities Budget Amount		\$12,750	
Subtotal FTPA Activities Budget Amount			
Subtotal ITIN Related Activities Budget Amount			
TOTAL BUDGET:		\$12,750	
(Must Match Grant Amount)			

Organization Name:	
Target Area (County):	

2021 CalEITC+ GRANT TIMELINE

Use this Timeline to include a brief description of Grant activities to be completed in the corresponding month. Activities must correspond to activities indicated in the Workplan. You may add or delete extra space to each column and/or row, as needed.

Activity	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Web							
Social Media							
Canvassing							
Media							
Collateral Messaging							
Group Events							
ITIN Application Acceptance Assistance							

State of California
 DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
 2021 CalEITC+ Grant
 Subcontractor Information
 CSD 171SI (Rev. 10/2021)

Organization Name:	
Target Area:	

2021 CalEITC+ GRANT Subcontractor Information Worksheet

Subcontractor Information Worksheet is not scored but is a required element of the application.

Use this spreadsheet to provide information on each planned subcontract. The use of any planned subcontractor(s) must be fully disclosed and explained here. Awarded applicants will be expected to update this spreadsheet with funding amounts. Selected applicants and their subcontractors are subject to all state laws and regulations. Applicants may expand rows on this worksheet if more room is needed per planned subcontractor.

Organization	Contact Name	Brief Description of Activities