

# Firm Annual Work Plan Template

**Firm Name\***

**Contract Number\***

**Fiscal Year\***

**Program Area\***

**Non-Profit/Education Beneficiary\***  
**(list only one per Activity)**

**Program Name\***  
**(list only one per Activity)**

**Commitment Overview\***

**Duration of Commitment (in months) (12 Max) \***

**Was this commitment in the original proposal? If no, explain why. \***

**Counties Served\* (List specific Counties by name)**

**Cities to be served\***  
**(List specific Cities by name)**

**Zip codes to be served (optional)**  
**(Numerical value separated by comma)**

**Proposed Annual Financial Commitment (\$)**

**Proposed Annual Volunteer Commitment (#)**

**Value of Volunteer Hours (\$) (\$150 Fixed Rate)**

**Proposed Value of Goods/Products Commitment (\$)** **(In-kind commitments are no longer an eligible category in contracts awarded after January 2022)**

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