

Hints and Tips for Developing a Strong Proposal Timeline

It is MUCH easier to read a bulleted list or table than a paragraph of text. It is STRONGLY recommended that you use one of the following timeline formats for your proposal. The timeline should be a very brief summary of your project design/methods/tasks section. If you find yourself writing full sentences in the timeline, you probably need to move this info to the design/methods section.

EXAMPLE 1 - Project Timeline:

April – June	continue review of current literature, intense background research
July	excavation of site at Habitation Crève Coeur
August – November	analysis of statistical data from the site
October – March	writing and revising of report
January - May	prep for conferences and publications

EXAMPLE 2 - Project Timeline:

Task description	Project Months														
	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	
continue review of current literature, intense background research	X	X	X												
excavation of site at Habitation Crève Coeur				X											
analysis of statistical data from the site					X	X	X	X							
writing and revising of report							X	X	X	X	X	X			
Prep for conferences and publications										X	X	X	X	X	