

# ATTACHMENT 6: TASK ASSIGNMENT TEMPLATE

(add additional initiatives or tasks as needed)

NPO Name:

NPO Mission Statement:

**Initiative 1:**

Task #	Description	Assigned to	Start date	End date	Additional people involved	Resources needed
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

**Initiative 2:**

**Current status of this initiative:**

**Tasks to be completed:**

Task #	Description	Assigned to	Start date	End date	Additional people involved	Resources needed
1						
2						
3						
4						
5						
6						

**Initiative 3:**

**Current status of this initiative:  
Tasks to be completed:**

Task #	Description	Assigned to	Start date	End date	Additional people involved	Resources needed
1.						
2.						
3.						
4.						
5.						