**Appendix A-1 Yearly Project Schedule**

The following project schedule is dictated by the initiative start date, which is invariable each year.

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| Intake Data Collection | |
| Survey and Introduction E-mail from Instructors | March wk 4 |
| Survey Reminder from SBA District Office | April wk 2 |
| Program Start | April wk 3 |
| Survey Complete | April wk 4 |
| Feedback Data Collection | |
| Program End | November wk 1 |
| Survey and Introduction E-mail from Program Administrator | November wk 1 |
| Survey Thank you’s | November wk 1-3 |
| Survey Complete | November wk 3 |
| Follow-up Collection (For previous 3 cohorts) | |
| Survey Invitation E-mail from SBA/Administrators | April wk 3 |
| Survey and Introduction E-mail from Program administrator | April wk 4 |
| Survey Reminders | May wk 2,3 |
| Survey Thank you’s | April wk 4 – May wk 4 |
| Survey Complete | June wk 1 |
| Reporting | |
| Preliminary Intake Report | June wk 4 |
| Performance Report (1 cohort) | September wk 1 |
| Follow-up Report (3 cohorts) | November wk 1 |