

STATEMENT OF WORK

Task #1 – [Description of Task]

Sub-task	Responsible Entity (If other than applicant)	Completion Date (Number of days after project start date)	RMA Role	Deliverable
Sub-task 1.1: [Description]	[Nothing needs to be placed in this column if the Applicant will be performing the task. Note here if the work will be performed by a contractor, or project partner, etc.]	[#] [In lieu of placing a number in this column, Applicant can use descriptive terms such as continuous, monthly, quarterly, etc., when appropriate.]	[Most tasks should have a role for RMA (although RMA does not need to be involved in every task). See RFA for more specifics on RMA's activities.]	[Description of the measurable, tangible, verifiable outcome, result, or item that should be produced upon the completion of the subtask]
Sub-task 1.2: [Description]				
Sub-task 1.3: [Description]				
etc.				

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0563-0067. The time required to complete this information collection is estimated to average 5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and, and completing and reviewing the collection of information.