

Task Name	Start	Finish	Assigned To	Status	Comments
Introductory Stage					
Host first language planning meeting					
Initial Assessment of environment & resources					
Identify Initial Vision and Goals for Program					
Hold a community mobilization meeting					
Prepare a Community Language Assessment Survey					
Planning and Research					
Identify stakeholders					
Identify all available resources for project (HR, facilities, equipment, funding, etc.)					
Create a repository for language resources					
Send out Community Language Assessment Survey and collect responses					
Connect with/ visit similar tribe(s) that has successfully implemented a language immersion program					
Identify training resources or develop training sessions & materials					
Goal Setting					
Facilitate vision and strategy session with all stakeholders					
Develop a strategic plan					
Develop first year work plan, timeline, and action items					
Assess what additional resources may be needed to achieve stated goals & make necessary adjustments to the strategic plan					
Present strategic plan & work plan to all stakeholders for review and input					
Implementation					
Secure tribal leaderships' support for the project					
Develop language policy					
Write grants and secure funding					
Estimate costs and develop budget & financial procedures					
Procure any needed resources					
Develop materials, reference documents, tools, and curricula					

Facilitate trainings for teaching staff and additional support personnel					
Develop family engagement plan					
Develop communication plan					
Engage families & promote community participation					
Assess any possible risks & develop mitigation plans					
Develop internal & external support network for project					
Conduct class observations and assess curriculum adoption/implementation by teachers					
Assess language use within school by teachers & support staff					
Document successes and lessons learned					
One Year Evaluation					
Project implementors meet and identify promising practices, lessons learned, and barriers encountered					
Review class observations done throughout the school year					
Review the materials that have been produced to support project					
Analyze the support network that has been developed for the project (internal & external)					
Evaluate the extent that target groups are involved (elders, children, parents, teachers, administration, etc.)					
Review and Revise Strategic Plan					
Bring together stakeholders for review of current progress and strategic planning					
Discuss promising practices, lessons learned, and barriers encountered					
Assess where assistance is needed and what needs focused attention					
Revise Strategic Plan and long term goals					
Develop second year work plan, timeline, and action items					
Present proposed plans to all stakeholders for review and support					