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| **Project Description:** *The primary objective of this project is to examine the present organizational structure of the Department of Children and Family Services and then construct an optimized flow of collaboration, teamwork, and decision making. The organizational structure is intended to align with ongoing prevention initiatives like FFPSA implementation and Thriving Families Safer Children.* |

| Agreement Number: |  |
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| Agency Name: |  |
| Project Name: |  |
| Project Length: |  |
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| Agreement Period: |  |
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| Revision Date: |  |
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| **Objectives**  Include who, what, when, where, how and how much for each objective. | **Activities and Subtasks**  Indicate the activities and subtasks leading to the fulfillment of the objective. Include benchmarks or milestones in chronological order. Include the appropriate quantity or frequency of the associated activities or subtasks. | **Staff Assignment**  Indicate staff, consultants or subcontractors responsible for the respective activity or subtask. | **Timeline**  Indicate start and end period. | **Deliverables**  Indicate Date Due. |
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