



Monthly Program Planning Tool

Creating monthly calendars gives stakeholders and staff a way to see what the year ahead looks like and to ensure that all grant requirements are met. Begin by identifying the program start and end dates, then block off holidays, professional learning days for staff and any days you know the program will be closed.

August						
S	M	T	W	T	F	S

September						
S	M	T	W	T	F	S

October						
S	M	T	W	T	F	S

November						
S	M	T	W	T	F	S

December						
S	M	T	W	T	F	S

January						
S	M	T	W	T	F	S

February						
S	M	T	W	T	F	S

March						
S	M	T	W	T	F	S

April						
S	M	T	W	T	F	S

May						
S	M	T	W	T	F	S

June						
S	M	T	W	T	F	S

July						
S	M	T	W	T	F	S

