

Milestone Number	Milestone Description	Activities Undertaken	Deliverables/Evidence of Completion	MPI Amount	Non-MPI Cash	In Kind Contrib	Milestone Due Date
404831-M06A	Mid Project Evaluation Sheet	Mid Project Evaluation Sheet	Completed Mid Project Evaluation Sheet	1000	0	0	31/07/2017
404831-M01	Project Startup	Project Team Meeting Confirm Focus Grove participants. Develop the Extension Plan. Review baselines, review 2015 harvest volume data. confirm 2016 Conference presentation, programme for 2016/17 pilot grove visits and field days	Project team meeting minutes Conference programme Field days programme Completed extension plan	260	500	1360	31/07/2016
404831-M02	First Conference Presentation	Presentation at Olives New Zealand Conference on project aim, plan and status	Presentation delivered Evidence of presentation provided to MPI	460	500	640	30/10/2016
404831-M03	First Focus Grove Visits	Visit the four pilot groves (2 consultants), evaluate tree health - photograph, advise on pruning and spraying programme and gather 2016 harvest volume data Implement recommendations and report to Project Administrator First report - current status of grove tree health, 2016 production and recommendations Project Team Meeting - to discuss and confirm first report	Project team meeting minutes First report available on Olives NZ website, sent to MPI Photographs, evidence of volume data Field days delivered, evidence of attendance, minutes if taken, photos. Evidence of what was shared and how.	4420	6500	22480	30/11/2016
404831-M04	First Regional Field Days	Regional field days (x 5) to share information and provide practical advice	minutes if taken, photos. Evidence of what was shared and how.	2200	3000	0	30/11/2016
404831-M05	Second Focus Grove Visits	Visit the four pilot groves (2 consultants), evaluate tree health - photograph, review crop loads, advise on pruning and spraying programme Implement recommendations and report to Project Administrator Produce First Fact Sheet - Disease Management Interim status report prepared for Olives NZ Executive meeting on recommendations made and activities undertaken by Focus Groves	Fact Sheet available on Olives NZ website, sent to MPI Evidence of recommendations, Status report provided to MPI Photographs provided to MPI Field days delivered, evidence of attendance, minutes if taken, photos. Evidence of what was shared and how.	4780	6500	13120	1/03/2017
404831-M06	Second Regional Field Days	Regional field days (x5) to share information and provide practical advice	minutes if taken, photos. Evidence of what was shared and how.	3200	2000	0	1/03/2017

404831-M07	Third Focus Grove Visits	Visit the four pilot groves (2 consultants), evaluate tree health - photograph, advise on pruning and spraying programme and gather 2017 harvest volume data Implement recommendations and report to Project Administrator Interim status report prepared for Olives NZ Executive meeting on recommendations made and activities undertaken by Focus Groves (April, June) Second report - current status of grove tree health, 2017 production and recommendations Produce second Fact Sheet - Canopy Management 1 Project Team Meeting - discuss and confirm second report, second Fact Sheet and 2017/18 activities Presentation at Olives NZ Conference on project status, progress, findings, where to from here	Project team meeting minutes Report on findings by pilot groves and related recommendations Fact Sheet available on Olives NZ website, sent to MPI Photographs provided to MPI	4660	7500	22480	30/09/2017
404831-M08	Second Conference Presentation		Presentation delivered, Evidence of Presentation provided to MPI	960	0	640	31/10/2017
404831-M09	Third Regional Field Days	Regional field days (x5) to share information and provide practical advice	Regional field days delivered, evidence of attendance, minutes if taken, photos. Evidence of what was shared and how.	2700	2500	0	31/10/2017
404831-M10	Final Focus Grove Visits	Visit the four pilot groves (2 consultants), evaluate tree health - photograph, review crop load, effectiveness of pruning and spraying programmes Interim status report prepared for Olives NZ Executive meeting on activities undertaken by Focus Groves (December, February) Produce third Fact Sheet - Canopy Management 2 Project Team Meeting - to discuss project status, and confirm third Fact Sheet	Project team meeting minutes Fact Sheet available on Olives NZ website, sent to MPI Status report provided to MPI	6040	6000	4880	1/03/2018

404831-M11	Final Review and Report	Interim status report prepared for Olives NZ Executive meeting on activities undertaken by Focus Groves (June, August) Gather 2018 harvest data Third report - current status of focus grove tree health, 2018 production Final report - summary report of project and including further recommendations Project Team Meeting - review final outcomes, confirm reports and Conference presentation Presentation at Olives NZ Conference on project outcomes, findings and recommendations	Project team meeting minutes Reports available on Olives NZ website, sent to MPI Final Report provided Project Completion Template Project Financial Summary	4020	660	2040	30/09/2018
404831-M12	Final Conference Presentation		Presentation delivered Conference presentation provided	960	0	640	31/10/2018