

WBS #	WBS Milestones and Tasks	FY19	FY20	FY21	FY22	Total
<b>5</b>	<b>GEMMA PUBLIC INFORMATION AND OUTREACH</b>	\$51,073	\$142,563	\$116,458	\$13,131	\$323,225
5.1	Project Management	\$10,905	\$24,901	\$8,068	\$2,078	\$45,952
<b>5.2</b>	<b>MMA-TDA Communications Summit (MTCS)</b>					
5.2.1	Venue selection	\$2,428				\$2,428
5.2.2	Development of MTCS key objectives and outcomes	\$2,638				\$2,638
5.2.3	Attendees selection and confirmation	\$4,675				\$4,675
5.2.4	Attendees Logistics	\$1,207	\$1,657			\$2,864
5.2.5	Facilitator recruitment	\$4,433				\$4,433
5.2.6	MTCS Material and Content development	\$5,716	\$6,022			\$11,738
5.2.7	MTCS event facility logistics	\$7,887	\$5,599			\$13,486
5.2.8	MTCS Execution		\$11,158			\$11,158
5.2.9	MTCS Culmination Dinner		\$769			\$769
5.2.10	MTCS close-out		\$6,274			\$6,274
<b>5.3</b>	<b>MMA-TDA Media Workshop (MTMW)</b>					
5.3.1	MTMW key objectives, outcomes		\$5,321			\$5,321
5.3.2	Submit 2021 AAS MTMW proposal and receive acceptance		\$1,111			\$1,111
5.3.3	MTMW Facility rental agreement			\$1,191		\$1,191
5.3.4	Workshop presentors selection and confirmation		\$7,727			\$7,727
5.3.5	MTMW presentors and staff logistics			\$3,642		\$3,642
5.3.6	MTMW content preparation and promotion		\$2,807	\$1,206		\$4,013
5.3.7	Finalize MTMW Agenda			\$3,585		\$3,585
5.3.8	Workshop execution			\$6,271		\$6,271
<b>5.4</b>	<b>Staff Media Training</b>					
5.4.1	Training objectives, outcomes, and scope			\$1,298		\$1,298
5.4.2	Media trainers selection and confirmation (Hawaii/Chile), including training dates			\$4,001		\$4,001

5.4.3	Trainer Logistics			\$1,030		\$1,030
5.4.4	Training attendees selection and confirmation (Gemini/AURA centers)			\$1,971		\$1,971
5.4.5	Training content/focus definition			\$2,929		\$2,929
5.4.6	GN training execution				\$1,202	\$1,202
5.4.7	GS training execution				\$783	\$783
<b>5.5</b>	<b>MMA/TDA Planetarium Programming</b>					
5.5.1	Research potential production partners and contractors	\$634	\$2,392			\$3,026
5.5.2	Develop scope of work and program content outlines		\$4,565			\$4,565
5.5.3	Call for proposals/bids for production contract		\$1,777			\$1,777
5.5.4	Contractor selection and confirmation		\$1,306			\$1,306
5.5.5	Planetarium Storyboard collaboration and Program definition		\$7,323	\$23,823		\$31,146
5.5.6	Acceptance of final segments			\$5,816		\$5,816
5.5.7	Adaption of Web version of segments			\$1,445	\$87	\$1,532
5.5.8	Promotion of materials to planetarium community			\$1,954	\$115	\$2,069
<b>5.6</b>	<b>MMA/TDA Internships</b>					
5.6.1	Initiate necessary HR paperwork for MMA-TDA internships	\$1,015				\$1,015
<b>5.6.2</b>	<b>Intern #1 hired and internship execution</b>					
5.6.2.1	Intern #1 recruitment process	\$2,114				\$2,114
5.6.2.2	Internship #1 orientation	\$4,128	\$347			\$4,475
5.6.2.3	Internship #1 management and mentoring	\$3,294	\$16,656			\$19,950
5.6.2.4	Internship #1 completion		\$2,382			\$2,382
<b>5.6.3</b>	<b>Intern #2 hired and internship execution</b>					
5.6.3.1	Intern #2 recruitment process		\$2,177			\$2,177
5.6.3.2	Internship #2 orientation		\$5,872			\$5,872
5.6.3.3	Internship #2 management and mentoring		\$19,834			\$19,834

5.6.3.4	Internship #2 completion		\$2,321			\$2,321
<b>5.6.4</b>	<b>Intern #3 hired and internship execution</b>					
5.6.4.1	Intern #3 recruitment process		\$2,264	\$157		\$2,421
5.6.4.2	Internship #3 orientation			\$4,450		\$4,450
5.6.4.3	Internship #3 management and mentoring			\$20,871		\$20,871
5.6.4.4	Internship #3 completion			\$2,506		\$2,506
<b>5.6.5</b>	<b>Intern #4 hired and internship execution</b>					
5.6.5.1	Intern #4 recruitment process			\$2,399		\$2,399
5.6.5.2	Internship #4 orientation			\$4,285		\$4,285
5.6.5.3	Internship #4 management and mentoring			\$13,561	\$6,504	\$20,065
5.6.5.4	Internship #4 completion				\$2,362	\$2,362