

Project Proposal

Project Title:

Project Overview: Provide a brief overview of the project, including its objectives, scope, and expected outcomes.

Project Details: Project Goals and Objectives: List the specific goals and objectives of the project.

Project Scope:

Timeline:

Budget: Present the estimated budget for the project, including any funding requirements.

Resource Requirements: Detail the resources needed to execute the project successfully, Such as personnel, equipment, or facilities

Risk Assessment: Identify potential risks associated with the project and proposed mitigation strategies.

Approval Process:

Please review and provide your approval for the project proposal by signing in the respective boxes below:

Committee Lead Approval:

Signature: _____

Date: _____

PTA Co-chair Approval:

Signature: _____

Date: _____

School VP Approval:

Signature: _____

Date: _____

School Board Rep Approval:

Signature: _____

Date: _____

Conclusion:

[Include any additional information or remarks relevant to the proposal.]