

# 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.]