

# Project Proposal

Project name: <project>

<Objectives statement>

<Feasibility statement; a high level description for why the project is being conducted>

Benefits:

<key business benefit 1>

<key business benefit 2>

<key business benefit 3>

<key business benefit 4>

Risks:

<Risk 1>

<Risk 2>

Costs

- <list cost elements and total>
- ...
- ...

Schedule

<show rough schedule>