Project Name

Author: Owner Name / Team

Stakeholders: Names / Roles / Teams

## Summary

*Provide 2-3 sentences of the project proposal with key points that give enough information for the stakeholders.*

### Problem

*What is this project trying to solve? Are there references to relevant metrics/analysis?*

### Impact

*What metric is going to change if the project is completed? How will this reflect in team/org/company success?*

## Solution

*Describe the solution. Include relevant diagrams, layouts, and code snippets if relevant.*

### Milestones

*Add a high-level delivery plan for the project: milestones, approximate dates, people or teams who are required to achieve success.*

| **Milestones** | **Start Date** | **End Date** | **Talents** |
| --- | --- | --- | --- |
| Milestone 1 | Jul 1, 2023 | Jul 31, 2023 |  |

### Risks

*Provide a list of what issues can lead the project to failure and how they can be avoided or mitigated.*

| **Risk** | **Severity (Low/Med/High)** | **Mitigation** |
| --- | --- | --- |
|  |  |  |

## Useful Links

*Provide a list of related research, posts, and documents that contain detailed information related to the project but aren’t required for understanding the project proposal.*

1. Title / Link