

**{Project Name}**

**Suggestion Form**

|  |  |
| --- | --- |
| Authentication: *(electronically by mail)* |  |
| Project Owner(s): |  |
| Date: |  |

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# INTRODUCTION

## Background

[Brief description of the problem that you are addressing]

## Motivation

[Why you have selected this problem to solve]

# Proposed Solution

[Detailed description of the idea you are proposing]

## Output

[What is the expected output of the proposed solution]

# Project Needs

## Hardware Components

[List of hardware components needed to implement the project if any]

## Software Components

[List of software components needed to implement the project if any]

## Human Resources

[List number of human resources needed to implement the project if any]

## Physical Location

[If a physical location is required then describe the location specs in details]

## Others

[Any other needs]

# Project Components Cost

## Cost

[Expected cost]

|  |  |  |
| --- | --- | --- |
| *Component* | *Cost* | *Reference* |
| [Component Name] | [Expected cost] | [References] |

# Execution Plan

## Execution Phases

[List down the phases to implement your idea]

## Timeframe

[Expected time to implement the idea]