# Outercurve Foundation Project Archive Request

This form is to be filled out when an Outercurve Foundation project is being requested for archival in the Outercurve Project Archive.

## Project Details

|  |  |
| --- | --- |
| **Name of project:** |  |
| **Project URLs (include all project and forge sites):** |  |

## Archive Proposal Team

|  |  |
| --- | --- |
| **Name of Proposal Submitter** |  |
| **Submitter’s affiliation with Project** |  |
| **Submitter’s email address** |  |
| **Primary Project Contact(s)** |  |
| **Primary Project Contact(s) Email** |  |
| **Name of Project Mentor** |  |
| **Project Mentor Email** |  |
| **Gallery Manager** |  |
| **Gallery Manager Email** |  |

|  |  |
| --- | --- |
| Reason for archival |  |
| Channels (and dates) Notified | e.g.Developers email alias [dd-mm-yyyy]  * Developers forum URL [dd-mm-yyyy] |

## Project Archive Exhibits

Indicate what criteria has been used to determine the project is ready for the Outercurve Project Archive:

* Attach the project statistics demonstrating decline in project activity.
* Attach dated notes/minutes from any meetings in relation to archiving the project (including attendance).