[PROJECT NAME] – Project Proposal

*This is the official project proposal form for the #Undefined Project’s incubator program.* ***This is not an application; rather, it is an organizational tool*** *to help lay out your ideas in a format that makes sense to your peers and potential teammates who’ll want to know more about your project.*

*Try to explain enough so that anyone can understand what you’re trying to do. There’s no need to get too technical though, except in “*The Plan” *section (and only slightly then)—the tiny details of operation are for you and your liaison to work out.*

*Don’t forget to fill out the header and the footer fields. Also, please delete this text box when you have completed the form.*

The Vision

[*Briefly describe WHAT you want to do; what will this initiative look like at its completion?*]

The Reason

[*WHY are you doing this project? What prompted you to take this action? What needs will this project fulfill, or what good will this project provide?*]

The Plan

[*HOW will your project be run? What needs to be done to make sure it’s successful? Do you have a timeline that needs to be met?*]

The Team

[*WHO are the people that’ll be on the team? What skills sets or team members do you need to succeed (e.g., programmer, graphic designer, etc.)?*]