



# Project Proposal

**Number** [ \_\_\_\_\_ internal \_\_\_\_\_ ] **Name** [ \_\_\_\_\_ internal \_\_\_\_\_ ]

**Sponsor** [ \_\_\_\_\_ internal \_\_\_\_\_ ] **Manager** [ \_\_\_\_\_ internal \_\_\_\_\_ ]

**Objectives** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Scope** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

| Team             | Name | Position        | Department |
|------------------|------|-----------------|------------|
| [Internal 1 - n] | 1    | Project Manager |            |
|                  | 2    |                 |            |
|                  | 3    |                 |            |
|                  | 4    |                 |            |
|                  | 5    |                 |            |
|                  | 6    |                 |            |
|                  | 7    |                 |            |
|                  | 8    |                 |            |
| [External A - Z] | A    | [ext]           | [ext]      |
|                  | B    | [ext]           | [ext]      |
|                  | C    | [ext]           | [ext]      |

**Benefits**

[Tangible] - \_\_\_\_\_  
- \_\_\_\_\_  
- \_\_\_\_\_

[Intangible] - \_\_\_\_\_  
- \_\_\_\_\_

**Costs**

|       |       |
|-------|-------|
| -     | \$USD |
| -     | \$USD |
| -     | \$USD |
| -     | \$USD |
| Total | \$USD |

**Comments** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_