



## PROJECT PROPOSAL FORM

PROJECT NAME	ESTIMATED COST	DATE SUBMITTED

### PURPOSE

### PROJECT OVERVIEW (include resources needed, benefits obtained, how it furthers MFA mission and what management support is needed to implement and complete the project)

### HOW WOULD PROJECT BE IMPLEMENTED (Include project development start, proposed project date and if it is a single event, series, webinar, etc.)

### WHICH DEPARTMENT OR COMMITTEE WOULD THE PROJECT FALL UNDER

### WHAT TEAM MEMBERS OR OTHER INDIVIDUALS WOULD NEED TO BE INVOLVED TO COMPLETE THE PROJECT

### PROJECT BUDGET (include itemized budget and timeline)