

PROJECT PLAN: *TITLE*

Date Initiated *00/00/2011*

PROJECT SUMMARY	
Due Date	
Audience	
Publication Medium	
Project Leader and Members	
Materials/Tools Needed	
<i>Summary of situation, problem, or opportunity that this project will address:</i>	

DESIRED OUTCOMES and DESCRIPTION OF FINISHED PRODUCT	
Goal Summary	Priority Rank
1.	
2.	
3.	
<i>Description:</i>	
<i>Comments, instructions, or notes for special consideration:</i>	

TEAM INSTRUCTIONS or AGREEMENTS

