ONE-PAGE PROJECT DESCRIPTION TEMPLATE

PROJECT NAME			
COMPANY NAME		D	ATE
PROJECT OVERVIEW			
WHY IS THE PROJECT NECESSARY?			
OBJECTIVES			
PHASES OF WORK AND DESIRED OUTCOME			
MONITORING, MEASUREMENTS OF SUCCESS, AND EVALUATION			
IMELINE			
PHASE	TASK		START & END DATES
PROJECT BUDGET / COST OVERVIEW			

ESTIMATED TOTAL COST