FINAL PROJECT OUTLINE

Project Title:	
Student (s) Name (s):	**Date:**

STEP 1 – DEFINE YOUR PROBLEM

WHAT	What is the problem you are trying to mitigate?
-	
WHERE	**Where is this problem happening?**
-	
WHEN	**How long has this been a problem?**
-	
WHO	**Who are the actors involved the problem?**
-	
WHY (5 Times)	**Ask/respond five times why this is a problem.*** *More information on where this technique comes from at: http://www.adb.org/sites/default/files/publication/27641/five-whys-technique.pdf*
1. 2. 3. 4. 5.	

STEP 2 - EXPLAIN YOUR "SOLUTION"

WHAT	**What is the solution to the problem you are trying to mitigate?**
-	
HOW	**How does it work? What is the methodology?**
-	
WHEN	**What is the time horizon you are proposing to implement your solution?**
-	
HOW MUCH	**What is the impact you are hoping to generate?**
WHO	**Who are the actors involved in making the solution work?**
-	
WHY (5 Times)	**Ask/respond five times why this is a good solution.*** *More information on where this technique comes from at:* *http://www.adb.org/sites/default/files/publication/27641/five-whys-technique.pdf*
1. 2. 3. 4. 5.	

STEP 3 – DESCRIBE YOUR AUDIENCE

WHO	**Which organization do you intend to request support from?**
-	
HOW	**How are your project goals aligned with this supporting organization?**
-	
PROS	**What are the benefits you envision from having support from this organization?**
-	
CONS	**What are the limitations you foresee facing your project because of eventual support from this organization?**
-	

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Spring 2015