One-Page Proposal

**1st January 2018**

##

## Overview:

What is the problem / opportunity? Give a general outline here.

## The Details

Describe: who should do it. What can be done Where it will take place. When it needs to be done by. Why it’s important. How it can be carried out.

## Possible Challenges

What could go wrong and what could be done about it in advance?

## Possible Risks

What are the possible risks and how can they be avoided? What is the worst case scenario?

## Responsible Parties

Who should carry it out and why. What will you be responsible for in this project?

# Next Steps

Tell them how you foresee the ideal next steps and put them on a timeline.

*Submitted by Ronan Kennedy on the 1st of January 2018*