

Onondaga Lake Partnership
Project Proposal Outline

1. Proponent's Information

- a) Name
- b) Mailing Address
- c) Telephone Number
- d) Email Address (if applicable)
- e) Organization/Agency Name (if applicable)

2. Problem Statement (What does the project intend to solve or improve?)

3. Objective Statement (What are the objectives of the project?)

4. Scope (What is the scope of the project? Include maps, diagrams, potentially impacted parties and other information)

5. Benefits to Watershed (Identify expected results of the project. Describe where the project could be applied within the watershed and how the benefits would be measured and evaluated)

6. Work Elements

- a. Primary work elements to be completed
- b. Sequence of work elements

7. Timeline

- a. Total estimated duration of the project (in months)
- b. Critical dates (Start and completion dates for primary work elements and any time-critical events)

8. Funding

- a. Estimated Total Project Cost
- b. Estimated Cost Per Work Element
- c. Available Funding Amount (include source of funds)
- d. Required Funding Amount (include potential funding source)

e. Available Resources (such as personnel, equipment, in-kind services, or other resources which could be applied in the execution of the project)

9. Personnel (Identify specific personnel or agencies and their roles in the execution of the project if applicable (i.e. principal researchers, scientists, etc.)

10. Additional Information