

# FARRAGUT OUTDOOR CLASSROOM

## PROJECT PROPOSAL

Group/Individual/Org Name: \_\_\_\_\_

Are you a:    Individual                      Community Group                      School Group                      Professional Group

Contact Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

What kind of space will you need?    Planter Beds (# Planter Beds \_\_\_\_ )                      Other/Open Space

Dates the space is needed:    Start Date: \_\_\_\_\_                      End Date: \_\_\_\_\_

Are you requesting financial support for your project?                      YES                      NO

If yes, how much?    \$100    \$200    \$300    \$400    \$500    Other: \_\_\_\_\_

*Project funding requires approval from the Stormwater Advisory Committee. Please note that financial support may not be readily available for your proposed project and that an application neither guarantees nor implies availability of the space or funding.*

**Will you be able to complete this project without financial support from the Town of Farragut?**

YES, I have alternative funding options.                      NO, I need at least partial funding.                      NO, I need full funding.

**The following sections should be used to describe your project. Please limit your response to the space provided. You may include attachments, but they should not exceed 3 pages.**

Project Title: \_\_\_\_\_

**Introduction & Purpose:** What are you planning to do? Why do you want to do it? Why is it important? Who is the audience? What will you/your group gain from completing this project?

**Goals & Objectives:** List the main goal (big picture) and any specific objectives (tasks) required for successful completion of this project.

**Project Details:** List the steps you will take to complete the project from start to finish and who will be involved with each step, if other than you. Include a tentative timeline for completing each task.

**Maintenance Plan:** Will this project require maintenance? Short-term or long-term? Who will conduct the maintenance? How much time/effort will be required for successful maintenance? Will supplies be required that are not included in the details provided above?

**Budget:** Please provide a generalized budget below. If multiple items are needed to complete a task you may lump them together under one line item, if appropriate (e.g. "fencing supplies" is fine as opposed to listing each item required to complete the fence). Please list any in-kind donations you anticipate as well.