Project Plan

**GROUP INFORMATION**

Group Member’s Names: Group Number:

* +
	+
	+

**PROJECT DESCRIPTION**

How would your group describe this project to someone that doesn’t understand what you are doing?

**PROJECT RATIONALE**

Create a project rationale statement that establishes the need for the project utilizing research and resources (include links). This statement should be about a paragraph in length. Think of this as something you could say to someone that asks you why you are doing your project. Make sure to have specific reasons for each aspect of your project. Explain what the issue is and why your project is related to water quality. Explain how your project is going to positively impact this issue.

**GOALS AND MILESTONES**

List of goals you hope to achieve with your project (number each goal). Each goal should be broken up into several milestones that your group will add to your timeline (use a letter for each milestone).

1. 1.
2. 1.

**NEED TO KNOW LIST**

What does your group need to learn to best implement this project?

**RESOURCES**

List programs or websites that might help your group.

List collaborators that might help your group.

List other resources that might help your group.

**TIMELINE**

Fill in the calendar below (you’ll have to double-click on it because it’s a Google Drawing - feel free to insert text boxes overtop of a range of dates - you can copy the one I made for the symposium) (i.e. What will you do in order to carry out the project – be as specific as possible with a due date for each milestone, but sometimes a range of dates is the best estimate you can make.)





**CONTRACT**

Discuss and define the following elements of working in a group on a project and develop rules for your group:

1. Requirements of Group Members
	1.
	2.
2. Group Communication
	1.
3. Conflict Resolution
	1.
4. Behavior During Meetings
	1.
5. Absences
	1.
6. When Interacting with Community Members:
	1.
7. Process for Contract Revision
	1.
8. Consequences for Not Following Rules
	1.

**SIGNATURE OF AGREEMENT**

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_