

Wisdom Keeper Project Initiation Form

(Name of Project)

Project Lead/Chair:

Date:

Project Team Members:

Project Sponsor/Partner:

Board Oversight Liaison:

Project Purpose (Mission):

Sponsor/Partner Contacts (including email/phone number:

Project Benefits (What is the need, who and how will it benefit):

Project Objectives:

How Will We Determine Success (& how will it be measured):

Resources/Funds Needed – How Will They Be Secured:

Timeline/Duration:

How Project Will Be Sustained in the Future:

Progress to Date (attach additional document if preferred):

Total Collective Hours Worked to Date: