



# Project Plan

## **Project Plan**

Name \_\_\_\_\_ Date Submitted \_\_\_\_\_

Name of Project \_\_\_\_\_

Beneficiary / Recipient: \_\_\_\_\_

The goal of my project is \_\_\_\_\_

\_\_\_\_\_

### **Timeline**

I will start working on my project \_\_\_\_\_

My goal is to finish my project by \_\_\_\_\_

### **Volunteers**

Do I need volunteers? \_\_\_\_\_ How many? \_\_\_\_\_

How will I get volunteers?

- Lucy's Kids for Peace members
- on my own
- my beneficiary will provide them
- other: \_\_\_\_\_

What will volunteers be doing? \_\_\_\_\_

\_\_\_\_\_

Dates and times I need volunteers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Materials & Supplies**

Items needed:

Where / how I will get it:  
(donated, purchasing, etc.)

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**Cost Estimate**

List any items you will need for your project and their approximate cost.

<b>Item</b>	<b>Approximate Cost</b>

**Permissions Needed**

Do I need to get permission from anyone?

Person/organization:

Phone #:

Date confirmed:

---

---



**Candidate**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name (Printed) \_\_\_\_\_

**Chapter Leader**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name (Printed) \_\_\_\_\_