# Project Planning Worksheet

## Project Title:

[Blank]

## Project Purpose Statement

### What are we doing? (Brief explanation)

[Blank]

### We do what? (Your activity in brief. Examples: Start a TEDEd Club, Implement an orientation program, distribute information, deliver a workshop, hold an event.)

[Blank]

### For whom? (Your target audience. Who benefits from the project? Examples: students, faculty, teens, older adults, parents, business leaders, community members.)

[Blank]

### For what purpose or benefit? (The desired result of the project described in succinct language. Examples: improve test scores, build literacy skills, support economic development.)

[Blank]

### Project Purpose Statement (We do what + For whom + For what purpose or benefit)

[Blank]