**Project Planning Worksheet**

1. Describe your project/research/dissertation in one sentence. Include what you will do, where, why and with whom.

2. List keywords to describe your project.

3. Describe the need in your field or the issue that your research will address.

4. Identify the target audience for the project.

5. What are the goals of the project? Who will benefit from your research and how? Why is this work valuable?

6. What impact will this project have in your field and among your target audience? List objectives and outcomes for the project.

7. Develop activities or action steps required to reach the outcomes listed above.

8. List the resources you will need to accomplish the steps listed above. Include resources you already have.

9. Estimated project cost (list items here):

10. List potential partners for research. Who else is addressing this problem in the field?

11. Describe how you will measure your success. What will be improved upon and how?