

Project Proposal

Add Project Title

The project proposal clarifies a project and its purpose, necessity and general parameters. The plan is written at a general level with the information available at the inception of the project. Information from the project proposal will later be rolled into the project plan. Project sponsors should ensure that appropriate staff have been consulted in the project proposal process, i.e., site council.

The project proposal may be used as a reference throughout the project to ensure that the project is staying within its approved purpose. The project proposal should be completed and signed at the onset of a project, including approval authorizing the project, before any of the actual project tasks begin.

1. General Information

Project Name: Aquaponic Integration

Project Initiation Date: August 15, 2017 (08/15/17)

Project Sponsor: Wilson Ta

(The project sponsor is the person who initiated the project and is responsible for its completion and success.)

2. Project Purpose – *The project purpose describes WHY the project is being initiated, the benefit to the organization, and the impact if the project isn't completed. An example for a student information system might be "The purpose of this project is to replace an outdated student information system that no longer provides the data and functionality needed to meet district, state and federal requirements. A new system will provide the tools to meet these increasing demands and provide growth for future requirements."*

The purpose of this project is to teach my community about sustainable agriculture and food insecurity, specifically how aquaponics can be used as a solution to food insecurity. Since Cleveland High School is a STEM school I think the idea of managing and designing an aquaponic systems sounds appealing to our student body and allows us to "get a glimpse" of scientific research. An aquaponic system would also allow for a community garden. A community garden provides fresh, nutritious, and accessible food to Beacon Hill residents.

3. Project Objectives – *The project objective is a measurable description of WHAT the project will produce. The project objective should be written so that it can be evaluated at the conclusion of the project to see whether it was achieved. An example for a student information system might be "Implement a new student information system district-wide by September 1, 2009."*

- Implement an aquaponics system before spring of 2018
- Plan with Green Team - or any other group - about what plants we would like to grow
- Depending on the nitrogen cycle, ensure that plants are growing healthily
- Create a community garden - Give access to community members

4. Project Requirements – *The requirements are high level events or items that must occur or be created in order for the project to be successful. Requirements should be measurable and testable. An example of a requirement for a student information system might be “A new student information system must produce all local, state and federal reporting according to the legal specifications provided by the requiring agencies.” You may have several known requirements at the beginning of the project.*

- Cleveland administration must approve the implementation
- Must have a contingency plan for both the school year along with summer break and other vacations
- Must communicate with administration about community garden
- Must outreach to students about this opportunity

5. Product Description – *The product description is a general level description of what the end product or service might look like, if known. An example for a student information system might be “A new student information system will most likely be Web-based, built on a common database such as Oracle or SQL, be tailored to K-12 education, and preferably already in use in another Washington school district.”*

See: <https://drive.google.com/drive/u/0/folders/1TL4YpcEOdHvJVM6D-N4zYEsuF7xGqI3i>

6. Cost and Budget Estimates – *Include what you know about potential costs and budget.*

\$478.16

7. Roles and Responsibilities – *Identify the key people involved in the leadership of the project, such as the project sponsor (person who initiated the project and is ultimately responsible for its success), project manager (who will lead the project), and key decision makers. The proposal does not need to identify the entire project team.*

- Sponser: Wilson Ta
- Mentor: Ms. Claire Sobetski - AP Biology teacher
- Green Team officers and YMCA facilitator
- Seattle Parks and Rec representative
- Green Team members and other interested students

8. Project Considerations – *Describe what must occur in order for the project to be approved. An example for a student information system might be “This project will only be approved if council agrees on its need and budget is identified and available.”*

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|---|---|
| <input type="checkbox"/> The proposal is intended to positively impact student achievement. | <input type="checkbox"/> This is a data-driven proposal. |
| <input type="checkbox"/> This proposal is consistent with Board policies. | <input type="checkbox"/> Funding source(s) confirmed. |
| <input type="checkbox"/> This proposal is consistent with District and building goals. | <input type="checkbox"/> Compliance with bargained agreements |
| <input type="checkbox"/> The evaluation/effectiveness plan is viable. | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Any impact on other schools and departments generally is manageable. | <input type="checkbox"/> Council action required. |
| | <input type="checkbox"/> Board action required. |
| | <input type="checkbox"/> Proposal approved/denied? |

9. Signatures – *Include the names and signatures of the project sponsor and the council level administrator who authorizes the sponsor to proceed with the project. Add additional signatures as appropriate for each project. This may include department heads, the project manager, and key decision makers.*

Project Sponsor:	Name: Wilson Ta	Signature:
Project Approval, Council:	Name:	Signature:
Other:	Name:	Signature:

10. Attachments – *List any attachments that may be relevant to the initiation of the project.*

See above.