**PWSRCAC Long Range Planning**

**PROJECT**

**BRIEFING TEMPLATE**

Submitted by:

1. What is the name of the new project?
2. Give a brief description of the new project.
3. Why is this new project important to our organization, mission and/or our constituents?
4. What would be accomplished as a result of successfully completing the new project?

5. What is the probability of successfully completing the project?

1. What is the estimated cost to complete this new project?