Project Proposal / Request Form

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| **PROPOSAL FOR YEAR(s):** |  |
| **PROJECT PROPOSAL TITLE:** |  |
| **SUBMITTER NAME:** |  |
| **SUBMITTER CLUB:** |  |

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*About this project*

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| **ACTION** – (The HOW) describe how to get this done: |
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| **DESCRIPTION** – (The WHAT) describe the project and scope: |
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| **BENEFIT TO ERDBA -** (The WHY) list benefit(s) to ERDBA and/or Members: |
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| **REQUIREMENTS** – (The NEED) list support needed to initiate and complete project: |
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*Operational Budget*

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| **REVENUE –** estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA:  |
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| **EXPENSES –** estimated expenses, costs:  |
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| **NET ANNUAL BUDGET IMPACT TO ERDBA** - estimated:  |
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| *Project Details / Logistics* |

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| **SITE – Project Location:** |
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| **EQUIPMENT REQUIRED:** |
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| **DATE(s)** (please try not to conflict with area member events): |
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| **Other Comments:**  |
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