Project Title	**Project Aim** (What is the overall aim of the project?)	**Project Timeline** (What's the scale of your project?)
Project Idea (Do you build on / expand existing work? Are there inter-linked ideas? Is it one project, or multiple projects? What research question drives the project?)	**Project Objectives** (What do you want your project to achieve? Can you articulate general and specific research objectives? Try and be specific and use active verbs to define your objectives.)	**Project Context** (Where is this project situated in the wider research landscape? You're your project it with the strategic vision of a wider organisation? Do you need to create more visibility for your idea? What literature is already out there? What do you build on and where do you innovate?)
Project Methodology (What new methods are you using? How are you using established methods in new ways? What expertise do you bring and where do project partners come in?)	**Project Deliverables / Outputs** (What will be the outcome(s) of your project?)	**Project Collaborators & Partners** (What skills will be required to deliver the project? Who is most critical to your idea? Who do you need to support you? Who benefits from your project? From whom do you require input / expertise?)
Project Impact (Does the project connect to the UN Sustainability Agenda? How will you measure / evaluate impact? How is impact build into your project plan?)	**Project Importance & Risks** (Why should it be funded now? What could go wrong? What happens if the project isn't funded? What are your contingency plans?)	**Next Steps** (What are your next three action points to move the project forward?)