

Project Proposal

This form must be completed and submitted for any project / activity / programme that any Ghana Rugby Body or person want to embark on that requires GRFU approval and / or funding or other assistance. No request will be looked at without this proposal attached to it.

Date		Body / Person	
Project Name			
Planned Date		Venue	
1.Motivation / Objective		Describe below why this project / activity / programme is necessary, and what you intend to achieve with it, i.e. what will the beneficial outcomes be for Ghana Rugby.	
[Type here]			
2.Activities To Be Undertaken		Describe below the main activities that will need to be undertaken to achieve the above objective. Insert lines if required.	
Activity		By Who	Due When
3.Resources (Men, Machines & Money)		Describe below the main resources that will be required to complete the project / activity / programme successfully.	
3.1-Men (Human Resources)			
3.2-Machines (Facilities / Equipment)			
3.3-Money		<i>Own Contribution</i>	<i>Sponsors / Donors</i>
3.4-Other Resources		<i>GRFU</i>	<i>Total</i>
4.Funding Strategy / Plan		If you do not have enough funds to undertake the activity what your funding strategy / plan is.	
[Type Here]			

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5.Publicity Strategy		Shortly describe the publicity value of the project			
Does the project have publicity value, and if yes, motivate why you say that					
Indicate the scope for publicity	<input type="checkbox"/> Local	<input type="checkbox"/> National	<input type="checkbox"/> International	<input type="checkbox"/> Other	
Indicate primary channels	<input type="checkbox"/> TV	<input type="checkbox"/> Radio/Press	<input type="checkbox"/> Online	<input type="checkbox"/> Other	
Describe what will be supplied to media	<input type="checkbox"/> Press Release	<input type="checkbox"/> Pictures	<input type="checkbox"/> Video / Interviews	<input type="checkbox"/> Other	
Name the main media you are targeting					

6.Risk Analysis		Shortly describe the potential risks if this project is not undertaken or risks that may be associated with this project (add lines if required)		
If... (Say what may happen)	Then... (Say what the possible consequences may be if it happens)	Likelihood 1 = Highly unlikely 10 = Most probably	Seriousness 1 = Not serious 2 = Very serious	
If the project does not go ahead...				

7.General Comments	Shortly add any other information that may be relevant to a decision on this project
[Type here]	

Email this form to info@ghanrugby.org with any other support documentation

 Signed Name: _____ Date _____

 Email _____

 Tel (WhatsApp): _____