

Technology Enhancement Proposal Draft Form

Project Title

Enter project title

Proposer Name

Enter your name

Department/Team

Enter your department or team

Date

Brief Description of Proposal

Summarize your proposal

Current Situation/Problem Statement

Describe the current situation and problem

Proposed Enhancement/Solution

Describe your proposed enhancement or solution

Expected Benefits/Outcomes

List anticipated benefits and outcomes

Resources/Support Required

List resources or support needed

Estimated Timeline

e.g., 3 months, Q1 2025, etc

Additional Notes (Optional)

Any other information