

**Scope of Work**

Insert as many rows in each section as you need to describe your project.

**Glossary—Define all terms unique to your field/project. Avoid acronyms, but define any used.**

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| --- | --- |
| **Term** | **Definition** |
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**Goals of the Project—Think in terms of technical, economic, social, and behavioral goals. Identify each of your primary goals and explain how each will be met.**

**The goals of this project are to:**

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| --- | --- |
| **Goal** | **How will the goal be met?** |
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**Objective of the Project/Deliverables—All tasks must be specific and include a measure for each end product. All “end products” for each task must be quantifiable.**

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| **Task** | **End Product and Measure** | **Start Date** | **End Date** |
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**Administration—Include any tasks that cannot be directly measured. Be specific.**

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| **“Soft” Deliverable** | **Start Date** | **End Date** |
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