

This worksheet is filled out and submitted, along with the budget proposal, to help you develop your project and to test your objectives to ensure SMARTS outcomes. If you need more space to write, an additional word document can be attached. SMARTS stands for:

Specific: Describe precisely what has to happen for this project to succeed.

Measurable: What will define the completion of this project?

Attainable: How is it realistic and doable?

Result-oriented: How will the results be measured?

Timeline: What is the proposed timeline for the project? Can the requestor commit to being involved in bringing the project to fruition? If no, what is the plan of succession?

Sustainable: How does this project meet EvCC's 6 Core Sustainability Action Areas? (Refer to EvCC Sustainability webpage for additional information: www.everettcc.edu/green)

Project Information

Name(s) of requestor: _____

Title of project: _____

SMARTS Information

Specific:

Measurable:

Attainable:

Result-Oriented:

Timeline:

Sustainable:

Additional Project Details

Other details: