# Project Template

## Project Description

Describe the goals of the project and the final products. Include enough background for the reader to understand the description. Describe who will be involved, their roles on the project, and how you will coordinate tasks.

## Schedule

A table of week-by-week tasks. This will be updated each week as tasks are completed.

## Budget

Explain the budget items that are on the attached Excel document.

## Issues

List any issues you foresee at this time including problems obtaining the required data.