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| **Project Proposal** | | | | |
| **Project Name** |  | **Proposal Date** | |  |
| **Project Sponsor** |  | **Project Status** | | Choose an item. |
| **Project Description** |  | | | |
| **COGS Category** | Choose an item. | **Specific Cost Category**  (e.g., tooling, electricity, times savings,) | |  |
| **Required Expense**  Capital request required over $ |  | **One time purchase?** | | **Yes No** |
| **Estimated Savings**  **(Measurable Results)**  Please provide as much up-front information as possible. | **Historical Baseline** | | **Future Goal** | |
|  | |  | |
| **Next Steps / Updates** | **Date** | **Task** | | |
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