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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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