

## Writing a Proposal

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Preparing your proposal may be the most difficult part of your entire project. However, once you complete your proposal, you will be well on your way to completing your project. Your proposal will assist your teacher in evaluating the appropriateness and feasibility of your project. Be sure to keep the scoring dimensions in mind when developing your proposal. The following elements should be included:

- The topic or question you will study
- A statement of this project's importance to you and to the field of study
- A statement of the project's relationship to the TEKS in English language arts and reading, mathematics, social studies, or science
- Ethical concerns or issues related to your project
- A timeline of key steps in your project
- Other resources you will need to complete your project (e.g., people, technology, materials, supplies)
- A budget for your project and where you will obtain funding
- The format of your final product and supporting written or oral presentation
- Your signed participation agreement
- Your parent/guardian's signed participation agreement

## Product Proposal

Brainstorm your final product with your teacher and your family and then answer the questions below. Your proposal is not binding; however, be as accurate as possible at this time. **Write the timeline on the back.**

Describe your product in detail. Use the back of this page for more space.

With whom do you plan to share your product at the end of this investigation, and who will evaluate your work?

Reasons you selected this product:

- 1.
- 2.

Complete the following checklist as you review your proposal:

- ☐ 1. Your product has application to the real world.
- ☐ 2. Your project solves a problem.
- ☐ 3. It provides new information.
- ☐ 4. It reflects a diversity of research resources.
- ☐ 5. You will be able to complete it within the time limits.
- ☐ 6. It provides a useful tool.
- ☐ 7. It appeals to the interests of an audience.
- ☐ 8. You have access to the materials necessary to complete it.
- ☐ 9. The costs of materials are within your budget.
- ☐ 10. It reflects complexity of research and exhibits the suitable level of difficulty for a nine-month study.
- ☐ 11. It has a concrete format.
- ☐ 12. Your product idea is creative.

List all the materials you need to complete your product.

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|----|----|
| 1. | 5. |
| 2. | 6. |
| 3. | 7. |
| 4. | 8. |

Total estimated cost of product: \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Teacher Signature

