

TOWN OF MOORESVILLE TI PROJECT REQUEST [NON-PERSONNEL]

Department		Division (If Applicable)	
Contact Person		Request Type	
Request Title			

Situation / Problem / Opportunity

Describe the organizational opportunity / problem discovered and specify how it aligns with the Town of Mooresville Strategic Plan.

Purpose Statement

Proposed solution to situation / problem / opportunity .

Objective Deliverables and Methodology

- Clarify the boundaires of the purpose statement and define the scope of the project (who will it impact + quantity, etc).
- How will this project impact a defined departmental service?
- Include quantitative busines benefits (what will be improved, what problems will be reduced, etc)

Approach

- What alternatives were considered (new and existing solutions)?
- What were the costs, benefits, and drawbacks of the alternatives?
- What is the degree of risk that this project could fail?

Public Record Considerations

Does this project produce records that must comply with public record laws and/or regulations?	Yes/ No
--	---------

Project Costs

Activity	One Time Cost	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Future	Total
Hardware							\$-
Software							\$-
Licensing							\$-
Professional Services							\$-
Maintenance							\$-
Other							\$-
Total Project Cost	\$-	\$-	\$-	\$-	\$-	\$-	\$-

Additional Comments/Concerns (Will outside funding be used, etc.)