

# [PROJECT NUMBER]

# [PROJECT NAME]

## INTRODUCTION

Brief summary of “what”, “why”, “who”, “where”, “when”, and “how”.

## PURPOSE

- Summary of project purpose.

## AIMS

- Summary of project aims.

## PROJECT OWNERS

- Who is the project owner(s) that will lead and take the project forward with the facilitation from WorldSkills Foundation?

## PROJECT PARTNERS

- What is the other project partner(s) in addition to WorldSkills Foundation?

## TIMELINE

- Summary of major deadlines/milestones.

## WSF ROLE

- What does WSF need to do?

## STRATEGIC BENEFITS FOR WORLDSKILLS

- What are the benefits the project will bring for WorldSkills movement as a whole?

## ENGAGEMENT WITH NEW STRATEGIC PARTNERS

- Does the project create new strategic partners?

## INVOLVEMENT OF WORLDSKILLS CHAMPIONS AND EXPERTS

- Does the project involve WorldSkills Champions and Experts? How?

## COMMUNICATION PLAN

- Summary of activities that help promote the project within the WorldSkills community and stakeholders, convey clear messages to project partners, and reach a global audience in the aim to increase global awareness and bring in potential project ideas and partnerships.

## BUDGET SUMMARY

### PROJECTED COSTS TO WSF

ITEM	DETAIL	COST	PAID TO
		€xx,xx	TOTAL

### VALUE-IN-KIND TO WSF

ITEM	DETAIL	VALUE	FROM
		€xx,xx	TOTAL