# Appendix 2: Deadline w/c 4 December

# APM PM Challenge – Project Proposal

**Email to Bruce Phillips: Bruce.Phillips@jacobs.com**

1. The plan should provide a persuasive synopsis of your team’s project including an outline, high-level schedule of how you will achieve your objective.
2. Project teams are expected to provide a plan that makes a persuasive and realistic argument for delivering their project of choice. The plan must be no more than 3,500 words. Teams who submit plans that exceed this word limit (that includes screenshots, pictures, figures and tables) are likely to receive a penalty points deduction. The plan should include at least the following:
3. project objective;
4. project scope;
5. project schedule;
6. budget; and
7. planned resources/ organisational chart.
8. The plan will be structured and scored against the following competences:

**1. Lifecycles:** The ability to structure and organise change initiatives.

**2. Stakeholder engagement and communication management:** The ability to work with people, both internally and externally, to build support to achieve intended outcomes.

**3. Business case**: The ability to prepare, gain approval of, refine and update business cases that justify the initiation, investment and/or continuation of change initiatives in terms of benefits, costs and risks.

**4 Benefits management:** The ability to identify and agree the benefits and determine how they will be measured, monitored and managed throughout a change initiative until they are realised.

**5. Requirements management:** The ability to prepare and maintain definitions of the requirements of change initiatives.

**6. Solutions development:** The ability to determine the optimal solution to satisfy agreed requirements.

**7. Resource management:** The ability to acquire and deploy internal and external resources.