**A picture containing text, tableware, dishware

Description automatically generatedNICE! Group**:

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| --- | --- | --- |
| **Project:**  **Activity Details** |  | **Budget: $ XXX** |
| Event date or project completion date: |  | |
| How we will measure success (metrics): |  | |
| Chairperson/project lead: |  | |
| Committee/project members: |  | |

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| **Tasks/Steps**  What needs to be accomplished? | **Outcomes**  What is the result of the task? | **Owner**  Who will accomplish this? | **Partner Organizations**  Who can assist you? | **Timeframe**  When does this need to be accomplished? | **Cost / Amount Raise so Far** | **Progress/Status Update/Notes** |
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