Individual Project

Project Proposal

[ Bill Holt ]

My idea of a project is the replacement of a sewer line on the side of my house. This line is nearly 100 years old and shows signs of breakdown and collapse and requires replacement in the near future.

This project has the following characteristics:

- **Client:** Me (Since this project is for my own home)
  
  Projects that have yourself as a client will be looked at closely by me. That is because, in this class, you will be the project manager of your project and you will, naturally, have a strong tendency to agree with your client and not challenge his or her plans, ideas, etc. In order to complete your assignments successfully, you will need to keep strong clarity between your client role and your project manager role and understand when you are in each.

- **Defined beginning and ending:** The sewer line must be replaced by the end of the year and, for safety, while the ground is dry. Therefore the project will start by Labor Day.

- **One-time project:** This project is a one-time effort with specific work activities and tasks with a defined outcome.

- **Unique:** This is a unique project outside of my regular ongoing activities with separately identifiable materials and labor costs.
  
  What the above three items mean is that projects, although they may take just a few days or many years, do eventually end. They can also be identified separately from the daily activities of the organization. What I want you to avoid are ongoing activities. For example, a soft-drink bottling process itself is ongoing and is the regular activity of the bottling plant; a project to replace the bottling machine is a one-time endeavor outside of the daily activities with a defined end date.

- **Coordination:** This project will be partially done by me (dirt cover removal and replacement) and by a contractor (gravel underlayment and sewer line construction). Coordination will be required between the contractor, the next-door neighbor, the City of Seattle building inspector, and me.
  
  The primary function of a project manager is to coordinate the work of others. An ideal individual project is one in which you will only be in the role of the project manager and not doing any of the other project work. However, it is not easy to find an ideal project, so if you are doing some of the work, or if you are the client, that is OK. But, please resist submitting a project where you will be doing most, if not all, of the work. It will likely not get approved.

- **Deliverable:** The final deliverable of this project is a repaired and inspected replacement sewer line with city approved construction and earthen overlay.
  
  The deliverable is what you will end up with at the end of the project. It must be measurable and is usually a physical thing. It might be a document (such as a plan), an event (such as a performance or wedding), an object (such as a building), etc. In the bottling plant example above, the deliverable is a new functioning bottling machine. In this example, it is a repaired sewer line.