**Title**

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| 1. Title |  | | | |
| 1. Background | **Give context to your idea/project** | | | |
| 1. Objective of Project | **What is your intended output and what do you need from Green Office/Sustainable UM2030 Task Force Team.** | | | |
| 1. Project Proposer |  | | | |
| 1. Contact Person |  | | | |
| 1. Project Type |  | | | |
| 1. Project Period |  | | | |
| 1. Timeline |  | | | |
| 1. Planning: |  | **Dates** | | |
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|  |  | | |
| 1. Costs (if applicable) | ***Product or Activitity*** | | **Amount** | **Cost** | |
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| ***Total*** | |  |  | |