

John Dewey High School
Connie Hamilton, Master Principal

Writing Assignment
Proposal Writing

Directions:

You will be allowed to pair up and work with another student for this assignment. The finished project for this assignment will be two pages. The first page will be an explanation of a project you will need funding for. The second page will be a table of supplies, consumables, equipment, furnishings, personnel and other expenses you will need to pay for in order to complete the project. The first page will be portrait and the second page will be in landscape orientation.

For page 1, some suggested topics for your proposal are listed below. However, you may choose a different topic and have it approved by the teacher.

- Media center for the school library
- New exercise/workout equipment to replace or add to the weight room
- New scoreboard for the field
- Senior lounge
- Afternoon and weekend community center

Please note: this project proposal does not have to be associated with school. It can be completely separate and community-based. Page 1 of your proposal should include a thorough explanation of why the project is necessary. You will need to explain the benefits of the project and identify the target population.

Page 2 of this assignment will be the listing of all necessary items you will need to complete the project.

The table below includes the headings for each column.

Item Description	Unit	Price per unit	Quantity	Total
Refrigerator 3 cubic feet	Each	\$210.59	1	\$ 210.59
Table Round, 4ft. diameter	Each	128.97	2	\$ 257.94
Plastic drinking cups with lids 8oz.	Pack of 250	10.95	4	\$ 43.80
Grand Total →				\$512.33