

# Project Proposal Document Authorization Form

This **project proposal document authorization form** sample provides a structured template to secure formal approval for project initiatives. It ensures all key stakeholders review and endorse the project scope and objectives before commencement. Using this form helps streamline the authorization process and maintain compliance standards.

**Project Title:**

**Project Manager:**

**Project Sponsor:**

**Date of Proposal:**

**Project Description & Objectives:**

Briefly describe project scope, objectives, and expected outcomes

**Key Stakeholders:**

**Estimated Budget:**

**Project Timeline:**

Key milestones and delivery dates

Authorization	Name	Signature	Date
Project Manager		_____	
Project Sponsor		_____	
Department Head		_____	
Other (Specify)		_____	

*Note: Attach all supporting project documents and submit this form to the project office for processing.*