**[](https://www.smartsheet.com/try-it?trp=11711&utm_source=integrated-content&utm_campaign=/content/getting-things-done-templates&utm_medium=Getting+Things+Done+GTD+Project+Planning+doc+11711&lpa=Getting+Things+Done+GTD+Project+Planning+doc+11711)****GETTING THINGS DONE (GTD)  
PROJECT PLANNING TEMPLATE**

Template based on David Allen's Getting Things Done, [www.davidco.com](http://www.davidco.com).

|  |  |  |
| --- | --- | --- |
| PROJECT TITLE | START DATE | END DATE |
|  |  |  |

|  |  |
| --- | --- |
| Project Purpose  & Principles | Target with solid fill |
| Intended Outcome | Bullseye with solid fill |
| Brainstorming Ideas | Lightbulb and gear with solid fill |
| Organizing / Prioritizing Ideas | Hierarchy with solid fill |
| Next Actions | List with solid fill |
| References |  |
| Notes |  |

|  |
| --- |
| **DISCLAIMER**  Any articles, templates, or information provided by Smartsheet on the website are for reference only. While we strive to keep the information up to date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability, or availability with respect to the website or the information, articles, templates, or related graphics contained on the website. Any reliance you place on such information is therefore strictly at your own risk. |