



INITIATIVE PROPOSAL

Name of project:

Proposed by: *(committee person name/s)*

Description of Initiative:

(what is it? who will benefit? how will they benefit? will this be a repeat event?)

Outcome:

(what is hoped for and how this will be measured)

Timeline:

(a start and completion time frame, including steps if applicable)

Resources Needed:

(should a sub committee be formed? administration hours? financial resources?)

Sponsorship:

(whether this will be sought and from whom)