

Title of Proposal	
Date	
Major Budget Unit (MBU) Requestor	
Initiative Owner Name	
MBU Approver's Name	
Department / MBU Name	
Divisional Approval	
Approver's Name	
Division Name	
Request Type	<input type="checkbox"/> New <input type="checkbox"/> Continuation (Existing)
Requested Amount	
Complete the Financial Plan Template Completing the template helps ensure your proposal considers a variety of potential expense areas, provides additional background to support your proposal.	
One Time Funding Amount	
Executive Summary	
A brief description of your proposal - 75 word max -	
Briefly describe how your proposal & plans align with the GI2025 mission . – 300 word max	

GI2025 GOALS & OBJECTIVES (50% of overall score)

NOTE: Please review the [Rubric](#) to learn how the proposal is going to be scored and the [FAQ](#) for instructions on how to fill out the sections below.

1. SUPPORTING GI2025 PILLARS
Describe how your proposal supports one or more of the six prioritized GI2025 goals selected for 2020-21 proposals: (1) Academic Preparation (2) Enrollment Management (3) Student Engagement & Wellbeing (4) Financial Support, (5) Data-informed Decision Making, (6) Removing Administrative/Academic Barriers. (15% of overall score) - 300 word max -

2. RACIAL EQUITY (Opportunity or Access Gap)
Describe the impact your proposal will have on reducing or eliminating these gaps. (10% of overall score) - 300 word max -

3. INCOME EQUITY (Opportunity or Access Gap)

Describe the impact your proposal will have on reducing or eliminating these gaps. (10% of overall score) - 300 word max -

4. INSTITUTIONAL IMPACT

Describe how your proposal will connect to and support existing institutional priorities to achieve current retention and graduation goals.. (15% of overall score) - 300 word max -

PROPOSAL DESIGN (40% of overall score)

NOTE: Please review the [Rubric](#) to learn how the proposal is going to be scored and the [FAQ](#) for instructions on how to fill out the sections below.

1. NEEDS ANALYSIS
<p>Provide details of the analysis planned or performed demonstrating the need behind this proposal. Include any collection of data, planned or actual. (10% of overall score) - 300 word max -</p>

2. USE OF EVIDENCE-BASED PRACTICES
<p>Describe the evidence-based practices associated with your proposal, including the extent to which the procedures and activities have been defined and the relationship to the project goals (GI2025 Pillars). (5% of overall score) - 300 word max -</p>

3. OBJECTIVES AND ASSESSMENT PLAN

Describe the Outcomes and Objectives associated with your proposal, including the extent to which they have been developed, implemented, assessed and any program changes taken as a result of evidence. In addition, describe your plans to assess the results of this initiative, connecting results to planned Outcomes and Objectives. Timelines should be included for both objectives as well as assessment plans. (15% of overall score) - 300 word max –

4. BUDGET

Complete the Financial Plan Template ([link](#)). Describe the connection between your Financial Plan with the activities and outcomes of your proposal (10% of overall score) - 300 word max -

PROGRAM SUSTAINABILITY (10% of overall score)

NOTE: Please review the [Rubric](#) to learn how the proposal is going to be scored and the [FAQ](#) for instructions on how to fill out the sections below.

1. PROGRAM SUSTAINABILITY
Describe the sustainability of your proposed program, including whether it is a new or continuing initiative, and any plans to scale up the program over time.- 300 word max -

FEEDBACK & COMMENTS (OPTIONAL)		
This is an optional section to document feedback, revision requests, and/or the general exchange of information between different levels of the organization, such as MBU and Division.		
Date	Reviewer	Comments