**Proposal**

Strategic Initiative

**INSTRUCTIONS**

Text in grey provide guidance in completing the sections in this template, please do not delete. If you have any questions about this template or require support, please contact the [Office of Strategy and Planning](https://www.algonquincollege.com/strategicplan/contact-us/).

**Submit completed proposals to** **hodgint2@algonquincollege.com****.**

|  |  |
| --- | --- |
| **NAME** | [Initiative Name] |
| **ACLT LEAD** | [Name], [Position], [Department] |
| **PROJECT MANAGER** | [Name], [Position], [Department] |
| **EXECUTIVE SPONSOR** | [Name], [Position], [Department] |
| **LAST UPDATED** | [Date] |

**SUMMARY**

Provide a short overview of the initiative including the current environment, the driver(s) for change, and the opportunity to enhance the competitiveness/differentiation of the College, address enterprise-level risks, or leverage operational efficiencies. Additionally, identify any consequences of *not* pursuing the initiative.

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| --- |
| [Enter Summary here…] |

**OBJECTIVES**

Outline the key objectives of the initiative in terms of its *outcomes* - articulating how the College will benefit from the completion of this initiative (e.g. enrolment growth, program quality, retention and graduation outcomes, employability, student satisfaction, efficiency gains, attracting funding).

|  |
| --- |
| 1. [Objective #1]
2. [Objective #2]
3. …..
 |

**STRATEGIC ALIGNMENT**

Describe the strategic importance of the initiative. This would include how this initiative will help achieve the goals and desired outcomes from the [College Strategic Plan](https://www.algonquincollege.com/html/strategic-plan/) (or other [major strategic plans](https://www.algonquincollege.com/strategicplan/college-reports-plans/), including the [Academic Plan](https://www.algonquincollege.com/academic-plan/files/2023/06/Academic-Plan-2023-2029.pdf)). In addition, describe how this initiative may help address enterprise-level risks from the [Corporate Risk Profile](https://www.algonquincollege.com/safety-security-services/home/risk-insurance-management/risk-assessment/).

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| [Enter Strategic Alignment here…] |

**IMPACT**

Outline the anticipated benefits of the initiative to the constituents of the College. Constituents include learners, faculty, employees, employers, alumni, community members, and others.

|  |  |  |
| --- | --- | --- |
| Constituent Group | Value/Benefit | Measure |
|  |  |  |
|  |  |  |
|  |  |  |

**RESOURCES**

Indicate which resource pillar(s) may be involved in the execution of the initiative (double-click to check box).

[ ]  People [ ]  Technology [ ]  Space [ ]  Budget

[ ]  Other (*please specify*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Based on the information known to date, describe how the resources identified above may be needed to complete the initiative. This may include preliminary estimates of the budget required, a description of the technology support needed, any project hiring required, or any infrastructure requirements.

|  |
| --- |
| [Enter Preliminary Resource Needs here…] |

**TIMING**

Clarify the anticipated start date (fiscal year) of the initiative.

[ ]  2025/26

[ ]  2026/27

[ ]  Other (*please specify*) \_\_\_\_\_\_\_\_\_\_

**OTHER INFORMATION**

Include any additional information that was not covered in the sections above that pertains to the proposal that you feel is pertinent.

|  |
| --- |
| [Enter Other Information here, if applicable…] |

**EXECUTIVE SPONSOR REVIEW**

Have the executive sponsor (vice-president or above) provide comments about why this initiative is an important one to take on for the College and confirm that they have reviewed the completed Proposal.

|  |
| --- |
| [Enter Executive Sponsor Comments here…] |