

Project: _____

Members

The proposal

2-3 sentences describing the resource, program, policy, or activity you will implement:

Expected Outcomes

Articulate 3-5 outcomes that you expect to change in the knowledge, skills, or behaviors of your target population. If your proposal is geared toward faculty or staff, be sure to include at least one student-centered outcome.

Indicators of Success

For each expected outcome, identify a measurable indicator of success and the instrument you will use to collect that evidence (e.g. survey, interview, attendance tracking methods, etc)

Expected outcomes	Measurable indicators of success	Data Collection Instrument
<i>[Example] Students understand career options within their field of interest</i>	<i>Students identify three careers related to their area of interest</i>	<i>Survey</i>

Development & Implementation Partners

Identify at least three partners who will help with development or implementation. Include at least one partner from a different institution

Student Input & Engagement

Identify how you will engage students in the development of your idea. Examples could include: (1) conducting empathy interviews with students; (2) leading a creative matrix brainstorming activity with faculty, staff, and students; (3) sharing project pitch with students for feedback; (4) sharing implementation materials with students for feedback

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What budget would be needed?

Consider what is available at your institution and what might be available from external sources through leveraged funds beyond the Equity funds.

Items	Estimated Budget

Key Milestones

List the milestones needed to implement and assess your proposal

Milestone	Key Stakeholders	Date
Launch		
Evaluation of initial results		

Immediate action items

Identify the immediate next steps Community of Practice members will take before January 30, 2022

Action Item	Lead	Date