## BC RENAL PROJECT PROPOSAL TEMPLATE (PART 1-INITIAL REVIEW)



Title		Date & Version:						
		If there are multiple revisions of the project, insert the date and version						
Submitted By	Committee Name: Submitted By:							
	Description:							
	Describe at a high level the problem the project is trying to solve.							
	Annual Key Results: Leadin SMART (Specific, Measurable, Achiev	g Project Measures (previously known as "Top 3 Project Goals") able, Relevant, Time-bound)						
	1.							
	2.							
	3. Deliverables:							
	Deliverables.							
Project Overview								
	Annual Obiectives: Lagging	Project Measures (previously known as "Measures of Success")						
	,	· · · ·						
	Identify because it is a							
	Identify how you will know you h you said, are you tracking a % im	ave been successful at the end of the project – have you delivered what provement, or a \$\$ reduction?						
		Formal Research or QI Project? YES NO						
	If yes, is the intention of the proje	ect to publish results in a peer-reviewed journal? YES NO						

## BC RENAL PROJECT PROPOSAL TEMPLATE (INITIAL INTAKE FORM)



	Required Start Date:		Estimated Duration: Provide your best guess			
	Time Sensitivity:					
Project Timeline						
	List any specific timing requirements, e.g. those that may be linked to outside projects or other defined timing milestones together with the reasons why they are linked					
How Will Your Project Advance our Strategic Priorities?	Capacity (People, Funding and Facilities)					
	Early Intervention and Safer Care			NOTE: you do not have		
	Technology & Innovat	ion			to align with all priorities listed	
	Partnering for Improvement					
How Will Your Project Embed/Advance One or More Foundational Principles?	Planetary Health					
	Equitable & Optimal, People-Centered Care					
	Indigenous Wellness					
Project Management Team	Exec Sponsor: Project Sponsor: Could be Committee Chair or another person Project Manager: Write TBD if still to be defined					
BC Renal Resource Requirements	Funding	Estimate of direct project costs:Provide your best guess for the overall project costs. This includes direct spend items as well as indirect staff costsLevel D < \$5000				

## BC RENAL PROJECT PROPOSAL TEMPLATE (INITIAL INTAKE FORM)



	Personnel and B Renal support	C	Identify which BC Renal departments/resources and approxin hours, will be needed to support the project: Check all boxes th and fill in the approximate hours below AdministrativeCommunicationsFinancePROMIS/IMITStatistics & MethodologyBusinesPersonnel and BC Renal SupportPatient Engagement				6		
	Other				Renal that will be required to delive	er the project	t,		
Risks and Contingencies	Identify any other resource outside BC Renal that will be required to deliver the project, and the approximate hours needed         Risks:         Contingency Strategies:								
BC Renal Leadership Evaluation	Approved		Not Approved		More Information Requ	uired			