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:				
	Describe at a high level the problem	the project is trying to solve			
		(Specific, Measurable, Achievable, Relevant, Time-bound)			
Project Overview	Deliverables:				
	Measures of Success:				
	Identify how you will know you have been successful at the end of the project – have you delivered what you said, are you tracking a % improvement, or a \$\$ reduction?				
	Will this be Designed as a Fif yes, is the intention of the proje	Formal Research? YES NO iect 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 & Innovation	on		to align with all priorities listed	
	Partnering for Improvement				
How Will Your Project Embed/Advance One or More Foundational Principles?	Environmental Sustainability				
	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: Level A \$50,000-\$100,000 Level B \$20,000-\$50,000 Level C \$5000-\$20,000 Level D < \$5000	Provide your best overall project cos includes direct spe well as indirect sto	sts. This end items as	

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	Personnel and BC Renal support		to support the project	ct: Check all boxes that apply, Finance Blogy Business Ops		
	Other			be required to deliver the project,		
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 Inf	ormation Required		