****

**<Insert Proposal Name>**

**Date:**

**Proposal Manager:**

**Proposal Sponsor:**

**Executive summary of proposal**

*Please give a brief overview of the proposed initiative.*

### Context and purpose

*What are the current circumstances that make this initiative important and viable**? Why should we set up this arrangement? You can complete a SWOT analysis if required.*

**Benefits**

*Please identify how this specifically fulfils some of the key strategic objectives below, you should complete as many as apply.*

*Strategic Outcome Areas*

|  |  |
| --- | --- |
| **Meeting the Needs of the Community/industry** |  |
| **Enhancing the Student Experience** |  |
| **Innovation in Teaching and Learning** |  |
| **Being an Excellent Business** |  |

*Key Strategic Initiatives*

|  |  |
| --- | --- |
| **Highly Productive Talent** |  |
| **Reframing our Workforce** |  |
| **Unshackling the Property Anchor** |  |
| **Reconceptualising our Services** |  |

*TEC Priorities*

|  |  |
| --- | --- |
| **Matching with industry skills supply and demand** |  |
| **Creating a step change in educational performance of priority groups** |  |
| **A comprehensive approach to meeting the needs of youth** |  |

**Revenue stream / resources required**

*Where will the funding come from?*

### Risks

*What are the risks and mitigation to doing/not doing this initiative?*

**Retention and success measures**

*Please keep this brief, bullet point format or up to 150 words*

* Increase in student numbers
* Increase in revenue generated
* Qualification completion
* Course reenrolment
* Other?

### Timescale

*Is there a time-critical deadline to launch this by?*

**Resources**

*What services will each party provide, who is delivering what aspects and what is the required time/resources to deliver?*

**Approvals**

This document requires the following approvals. We encourage the use of electronic signatures.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Signature** | **Position** | **Date**  | **Version** |
|  |  | Project Manager  |  |  |
|  |  | Project Sponsor  |  |  |
|  |  | Other relevant? |  |  |