Date	
Requestor	
Name	
Department / Program Name	
Major Budget Unit (MBU) Approval	
Approver's Name	
Department / College Name	
Divisional Approval	
Approver's Name	
Division Name	

Amount Request

Complete the Financial Plan Template

Completing the template helps ensure your request considers a variety of potential expense areas, provides additional background to support your request and calculates the base and one-time funding information you will need to complete this section.

Base (Ongoing) Funding Amount	
One Time Funding Amount	

Executive Summary

A brief description of your proposal, plans and the alignment with GI2025 mission. - *300 word max* -

GI2025 GOALS & OBJECTIVES (50% of overall score)

NOTE: *Please review the [Rubric](#) to learn how the proposal is going to be scored and the [FAQ](#) for instructions on how to fill out the sections below.*

1.   SUPPORTING GI2025 PILLARS
Describe how your request supports one or more of the six GI2025 goals: (1) Academic Preparation, (2) Data-Driven Decision Making, (3) Student Engagement and Wellbeing, (4) Enrollment Management, (5) Financial Support, (6) Removing Academic Barriers. (17% of overall score) - *300 word max* -

2.   RACIAL EQUITY (Opportunity or Access Gap)
Describe the impact your request will have on reducing or eliminating these gaps. (10% of overall score) - *300 word max* -

3. INCOME EQUITY (Opportunity or Access Gap)
Describe the impact your request will have on reducing or eliminating these gaps. (10% of overall score) - *300 word max -*

4. COLLECTIVE IMPACT
Describe how your proposal will contribute to or enhance other current or planned initiatives. (13% of overall score) -*300 word max-*

PROPOSAL DESIGN (40% of overall score)

NOTE: *Please review the Rubric to learn how the proposal is going to be scored and the FAQ for instructions on how to fill out the sections below.*

1.   NEEDS ANALYSIS
Provide details of the analysis planned or performed demonstrating the need behind this request. Include any collection of data, planned or actual. (15% of overall score) - *300 word max -*

2.   OUTCOMES AND OBJECTIVES
Describe the Outcomes and Objectives associated with your request, including the extent to which they have been developed, implemented, assessed and any program changes taken as a result of evidence. (15% of overall score) - *300 word max -*

3. ASSESSMENT PLAN
Describe your plans to assess the results of this initiative, connecting results to planned Outcomes and Objectives. Include timeline of assessment plan (3 years, 5 years, etc.) (10% of overall score) - *300 word max* -

FUNDING NEED (10% of overall score)

NOTE: *Please review the Rubric to learn how the proposal is going to be scored and the FAQ for instructions on how to fill out the sections below.*

1. FINANCIAL SUSTAINABILITY
Describe the current financial stability of the initiative, absent GI2025 funding. Describe how this request helps sustain the initiative over time. - *300 word max* -