



New Initiative Application Form

For Determining Academic Return on Investment (AROI)

This form serves as a communication tool for new initiatives to ensure alignment of resources to strategic directions, facilitate progress monitoring, increase accountability, and measure the success of the initiative. Staff proposing new initiatives or large investments (greater than \$100,000 in setup and/or ongoing yearly costs) must complete this form for review by the Superintendent's Advisory Council and Cabinet.

Initiative Name

Proposed By

Date

Initiative Lead *Who is responsible for this initiative - both initial setup and ongoing operations?*

Initiative Description *Provide a short description of the initiative and how it will work.*

Strategic Goal Alignment *Which of the district's strategic goals does this initiative support (and how)?*

Objectives *What District need is this initiative designed to achieve? Provide a goal or short list of goals.*

Target Beneficiaries *Who is this initiative supporting? Include the intended beneficiaries, student populations, and population size.*

Campuses Affected *List the school levels or specific school sites that this initiative will impact.*

Definitions of Success *How will we know if this program is successful? What are the measures of success and the timeline for measuring success? Definitions should be in SMART format (Specific, Measurable, Achievable, Relevant, and Time-Bound)*

Data Source(s) *List the data sources you will use to measure success for this program, including any assessments, demographic data, and qualitative data*

Internal Partner(s) *If applicable, list any internal stakeholders (schools/departments - e.g. Technology, Assessment) that will be involved with the initiative and the role they will play*

External Partner(s) *If applicable, list any parties outside of the district who will be involved with the initiative and the role they will play.*

Training Plan *If this initiative requires training as part of the implementation plan, indicate how this will be accomplished (be sure to include estimated training costs in the Resource Overview below)*

Implementation Plan *Describe the activities and timeline involved in the implementation of this new initiative*

Funding Source *Indicate how all parts of the initiative will be funded (grant, existing budget, request for additional/new funding) including setup, training, and staff costs*

Resource Overview *Provide a list of investments you expect the initiative to require for ongoing and startup costs including equipment, services, temporary or ongoing staff costs, etc.*

Description	Amount	Description	Amount
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$	TOTAL	\$

SAC Review/Comments *(Business Office Use Only)*

Date Reviewed

Cabinet Review/Comments *(Business Office Use Only)*

Date Reviewed

Initiative Resolution/Comments *(Business Office Use Only)*

Approved

Not Approved

Other

Budget Plan *Approved Projects Only (Business Office Use Only)*