

Blair Community Schools Proposal Template

Part I
(Filled out by staff member.)

Date: **Submitted by:**

Building(s):

Project Description:

Objectives or Purpose Statements:

May include all or part of the following:

- a) Ways in which student access to technology will be enhanced.
- b) How the student experience will be enhanced.
- c) How assessment will be conducted.
- d) Which and how many students will be impacted.
- e) How students with special needs or disabilities would be helped.
- f) How training of students and faculty in the use of technology would be enhanced.

Description of project alignment with Blair Community Schools Technology Plan:

Description of resources for the project and projected ongoing resource needs (total cost of ownership for the life of the project) including:

- a) Any hardware requirements (which should comply with standards established by The Infrastructure for Technology committee.)
* Budget needs-
- b) Any software requirements (which should comply with standards established by The Infrastructure for Technology committee.)
* Budget needs-
- c) Any personnel costs – only BCS and other time-limited appointments, nonrecurring.
* Budget needs-
- d) Other-
* Budget needs-

Planned strategies and timelines for implementing this technology request in the school or district:

Evaluation of Proposal:

(Concisely explain how will success of the project be measured. Provide metrics.)

Part II.

(Filled out by Administrative Team.)

Technology Planning and Project Management Protocol Template

- **Is this a project that
we want to do?
we need to do?
fits our Mission and Goals?**

- **What if we don't do it?**

- **Do we have the resources for this project-**
Human?
Financial?
Hardware and Software?
Other considerations?

- **Does this project affect or rely on other projects (co-dependency)?
Who will do the project?**

- **Outcomes of Proposal:**
 Approve
 Hold
 Reject