

## Springfield Technical Community College IT Policy and Planning Proposal Form

### Overview

Topic:	
Business Problem:	
Proposed Solution:	
Estimated Costs: (\$, HR, etc)	

### Anticipated Impacts

IT:	
Students:	
Faculty:	
Administration:	

### Implementation Approach

What	When	Who

Sponsor (will represent proposal to IT Steering Group): \_\_\_\_\_

Executive Sponsor (Vice President): \_\_\_\_\_

**Note:** All proposals **MUST** have executive sponsorship. Only those proposals with signatures from an executive will be considered.

Submission Date: \_\_\_\_\_

Proposal # \_\_\_\_\_

### Proposal Status

<b>Proposal Status</b> APS = Approved, Scheduled APN = Approved, not Scheduled DEL = Delayed DEN = Denied	<b>Status Date</b>	<b>Comments</b>

### Feedback

<b>Reviewer</b>	<b>Recommendation</b>	<b>Comments</b>