

### IT initiatives : Project proposal Pro-forma

<b>Title of Project:</b>	
<b>Proposer:</b>	<b>Date submitted:</b>
<b>Others Involved:</b>	
<b>Short summary of proposal:</b>	
<b>Brief description of any preliminary discussions, if any:</b>	
<b>What are the on-going responsibilities? Who will these fall to?</b>	
<b>What costs are associated with this proposal.</b>  <b>Initial set up costs</b>  <b>Ongoing costs</b>  <b>How are these costs going to be met?</b>  <b>COST CENTRE</b>	
<b>Due Date:</b>	
<b>Start Date:</b>	
<b>Approved:</b>	

Please email this form to Julie Struthers (jes10) Chair IT initiatives.