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Resource Prioritization and Allocation Template for Funding Requests

Abstract

Purpose The resource prioritization and allocation process for each budget year is intended to support requests that further the Kean University's mission and strategic goals and objectives as outlined in the current Strategic Plan. Requests for such resources must be included in the academic program, administrative unit, or college's annual assessment report or program review and submitted to the respective division Vice President as part of Kean's assessment process. Requests that meet the criteria identified by the accompanying rubric and are subsequently recommended for funding will be included in the divisional assessment report as well as identified through submission of this template by the respective Vice President to the University Planning Council for further review. The University Planning Council balances the recommendations against the availability of resources and overall institutional effectiveness. UPC's findings are advanced to the President for final decision-making.

Keywords

UPC, Resource Prioritization and Allocation, Template

Resource Prioritization and Allocation Template for Funding Requests

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The resource prioritization and allocation process for each budget year is intended to support requests that further the Kean University's mission and strategic goals and objectives as outlined in the current Strategic Plan.

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Proposing program/unit/college and name of contact person:

Proposed resource request:

Requested funds (\$), and budget if applicable, which includes any operational financial needs in subsequent year(s):

Executive summary:

Background information regarding the need:

Explanations addressing the following evaluation criteria:

- In what way does the requested resource serve to advance one or more Strategic Plan goals?

- How will the outcomes be measured?

- What is the target to be met?

- How will Kean advance as a result of this target?

- Was funding allocated previously for the same or a related purpose? Explain, if applicable, and provide an assessment of the impact of previous funding.

- Will the proposed resource request require future funding?

- If funded, will this resource support innovation or established practices to improve outcome achievement? Please explain.