

Form for Steps 1 or 2 of the Process for Initiating New items

1. Please briefly tell us about the new item, idea, suggestion, or project. Either points or paragraphs are okay. Please use another sheet or the back of this page if needed.

2. Please list the persons, positions and/or committees that will be affected by changes that may occur as a result of the new item.

3. Do you know if the persons and groups listed on question 2 above support the idea?

Yes _____ No _____ Too soon to tell _____ Other _____

If yes or other, are they in favour or partly in favour? Please tell us about it.

4. How much might the new item cost? About \$ _____ I don't know _____

Do you know of existing funding for part or all of the project, whether from donors or already in the Trinity budget? Yes ___ I don't know ___ No funds are needed ___

If yes, please tell us about the existing funding _____

If additional funds are needed, do you have ideas on how to raise the funds? Please tell us the ideas that you know of.
