

King Faisal University

2016-2020

Strategic Plan Project

Application Form for Submitting

An Initiative and/or Developmental Project

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| **General Information** |
| 1. **Introduction**
 | Part of the preparation for the King Faisal University Strategic Plan 2016-2020, is that the Strategic Plan Committee invite all the University employees to make contributions by submitting proposals and ideas in a form of initiatives and/or developmental projects to be adopted in future strategic initiatives.Coinciding with the stage of formulation of goals and strategic initiatives, the Committee hope that individual and collective initiatives and developmental projects, adopted for the period 2016-2020, will be limited to (education/teaching and learning, scientific research, community service, .... .) in a way that contributes to the growth and development of the university in order for it to achieve its vision and mission for the future. |
| 1. **Definition**
 | Within the King Faisal University Strategic Plan 2016-2020, the concept of ‘development initiative’ is used to refer to a meaningful individual or collective project submitted within the framework of the University Strategic Plan. |
| 1. **Goals**
 | 1. Contributing to the university’s achievement of its vision and mission, and the consolidation of its values.
2. Encouraging university employees to actively participate in the achievement of the strategic goals of the University.
3. Investing in the creative ideas of human resources and competencies that abound in the university.
4. Improving and developing the work systems at the university.
5. Increasing the university's ability to exploit its resources efficiently.
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| 1. **Procedure**
 | 1. Sorting out and classifying the submitted initiatives.
2. Considering and evaluating the initiatives and choosing the right ones.
3. Adopting the initiative.
4. A financial reward will be given to the selected initiatives.
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| 1. **Applicant**
 | All employees of the university (individuals and work teams) can submit an initiative or developmental project proposal, and oversee its implementation within the proposed time if it is adopted. |
| 1. **Initiative Finance**
 | The University will finance all approved initiatives and projects. |
| 1. **Initiative submission**
 | All initiatives should be sent to the Deanship of Academic Development no later than 30/10/1436 H / 15/08/2015 AD, by e-mail: dad@kfu.edu.sa |

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| 1. **Initiative Applicant’s personal Information**
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| **Name** |  |
| **Employment** |  | **Employment No** |  |
| **Department** |  | **College/Deanship** |  |
| **Telephone No.**  |  | **Mobile No.** |  |
| **Email Address** |  |
| **Type of Initiative** | **Individual** |  | **Teamwork** |  |

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| 1. **Initiative Proposal**
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| 1. **Title**
 | Specify a clear and precise title for the initiative |
| 1. **Scope**
 | Select the area under which your initiative can be classified, for example related to: (education/teaching and learning, scientific research, community service, information technology, human resources…)  |
| 1. **Description**
 | Provide a brief description of the initiative in no more than 150 words) |
| 1. **Objectives**
 | Specify the expected results and goals of the initiative1. ………………………………
2. …………………………….
3. ……………………………..
4. ……………………………..
5. …………………………….
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| 1. **Significance**
 | Mention the rationale behind putting forward your proposal, pointing out the opportunities to be exploited and / or the problems to be treated by your initiative:1. ………………………………
2. …………………………….
3. ……………………………..
4. ……………………………..
5. …………………………….
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| 1. **Targeted audiences**
 | Select the target group / groups of the initiative inside the university such as (students, faculty, administrators, department, college, ...), or outside the university (such as government departments, the private sector, alumni, community groups ...)1. ………………………………
2. …………………………….
3. ……………………………..
4. ……………………………..
5. …………………………….
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| 1. **Main activities**
 | List the main activities included in the initiative or developmental project (such as lectures, studies, training courses,)1. ………………………………
2. …………………………….
3. ……………………………..
4. ……………………………..
5. …………………………….
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| 1. **Estimated budget**
 | Specify the estimated budget for the implementation of the initiative: |
| 1. **Duration**
 | Specify the duration of the initiative implementation |
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