Program Plan

Center Name

Organization/Unit

University of Colorado at Boulder

Date

\* All content may not be applicable to your Center. Required elements are shown in *italics*.

\* Please reference the [*Process and Procedures for the Establishment and Reauthorization of University of Colorado Boulder Centers*](https://www.colorado.edu/researchinnovation/resources/reports-strategic-planning/centers-establishment-and-reauthorization-process) in creating this program plan.

1. Purpose, Goals, and Evaluation of the Center
2. *Purpose & Background*
	1. *Problem(s) to be solved or addressed (i.e., central theme, issue, project, or policy topic)*
	2. *Rationale – why is the center necessary? Explain why and how this is not a duplicative effort of other centers or initiatives on campus.*
3. *Primary Focus*
	1. *Primary discipline (e.g., law) and involvement of other disciplines*
	2. *Primary focus (or foci) of the center: research, scholarship and creative work, service, and/or education*
4. *Goals, Objectives, and Agenda*
	1. *Goals*
	2. *Objectives*
	3. *Means to achieve goals and objectives*
	4. *High-level five-year agenda*
5. *Evaluation*
	1. *Criteria for measuring and evaluating the success of the center*
6. Congruence with Role and Mission of University, Campus, and Parent Unit
7. [*University of Colorado Mission, Guiding Principles, and Vision*](https://www.cu.edu/mission-university-colorado-guiding-principles-and-vision-statement)*: Explain how the center contributes to the University of Colorado mission, guiding principles, and vision.*
8. [*University of Colorado Boulder Strategic Plan*](https://www.colorado.edu/chancellor/strategic-plan)*: Explain how the center contributes to the CU Boulder Strategic Plan and, specifically, the university’s three Strategic Imperatives.*
9. *Parent unit mission and initiatives: Explain how the center contributes to the mission and initiatives of the parent unit.*
10. Institutional Capability for Implementing the Unit
11. *Qualifications, previous experience, and demonstrated success, including a list of participating faculty, their home units, and their role(s) in the center*
12. *Start-up funds, if applicable*
13. *Space allocation*
14. Administrative Structure
15. *Director, faculty,* committee(s), executive board, advisory board, etc*.*
16. *Parent unit*
17. Resource Implications
18. *Source of funds*
19. *Needs and plans*