**[Policy/Procedure Name]**

|  |  |
| --- | --- |
| **Related Procedure** |  |
| **Policy Category** |  |
| **Policy Sponsor** |  |
| **Policy Contact** |  |
| **Procedure Contact** |  |

**Policy/Procedure Status:**

|  |
| --- |
|[ ]  New |
|[ ]  Revised |
|[ ]  Rescind |

**Approvals Required:**

|  |  |
| --- | --- |
| Approval Process - Policy | [ ]  **Board** [ ]  **GFC** [ ]  **President** |
| Approval Process - Procedures |  |
| Anticipated Approval Date |  |
| Desired Effective Date |  |

**Summary of Consultations and Drafting Input:**

|  |  |  |
| --- | --- | --- |
| **Stakeholder** | **Dates of Engagement** | **Summary of Consultation/ Recommendations** |
|  |  |  |
|  |  |  |
|  |  |  |

**Due Diligence Considerations:**

|  |  |
| --- | --- |
| **Major Impacts and Overall Goals** |  |
| **Risks of not proceeding** |  |
| **Financial Impacts** |  |
| **Confirmation of Legislative Compliance** |  |
| **Confirmation of Compliance with Collective Agreement(s)****Alignment with Related AU Policy and Procedure** |  |
| **Confirmation of Alignment with AU Strategic Plan and other strategic initiatives**  |  |
| **Confirmation and Brief Description of Implementation and Communication Plan Post Approval** |  |