



Planning and Resource Allocation Sample Template:

Section I: Unit, Program, or Division Information:

Introduction:				
Name of Program or Division:	Contact Person:	Contact Information:	Current Year:	Planning Year:
President's Office	Dr. Rosevonne Pato	r.pato@amsamoa.edu ext. 407	2021	2022

Section II: Unit, Program or Division Mission “Why Does it Matter?”

Program or Division Focus:	
Unit, Program, or Division Mission:	

Section III: Unit, Program, or Division Outcomes “Where we are at and why it Matters”

A. Summary Context: FY 2021 Unit, Program, or Division Outcomes and Achievements: <i>Please indicate data percentages of achievement as it applies to the unit, program or division outcomes assessment, justifications of program review and strategic planning.</i>	
Outcome 1- Statement:	Outcome 1- Achievements:
Outcome 2- Statement:	Outcome 2- Achievements:
Outcome 3- Statement:	Outcome 3- Achievements:
Outcome 4- Statement:	Outcome 4- Achievements:
Outcome 5- Statement:	Outcome 5- Achievements:

Section IV.A: Unit, Program, or Division Planning Context “Where we are Going?”

The following sections will serve as the ‘Planning’ function for the unit, program or division ‘*Fiscal Year 2022*’ planning and budget annual cycle. Ongoing or New Outcomes and planning activities and resources needed should be described in the following tables provided. For units, programs, or divisions requesting for additional financial resources, additional information will be needed as well as, justifications based on program review and assessment findings.

A. Planning FY 2022 Outcomes:			
<i>Please list the unit, program or divisions Outcome(s) for Fiscal Year 2022. Please indicate whether the outcomes are ongoing or new. If new, please provide additional information for the changes made.</i>			
Outcome Statements:	Outcome Status:	Purpose of Changes:	2021-2026 ISP Alignment:
Outcome 1:	☐ Ongoing Outcome		☐ Successful entry into the workforce ☐ Transfer to institutions of higher learning ☐ Awareness of the Samoan Culture and the Pacific ☐ Research and extension in human and natural resources.
	☐ New Outcome		
Outcome 2:	☐ Ongoing Outcome		☐ Successful entry into the workforce ☐ Transfer to institutions of higher learning ☐ Awareness of the Samoan Culture and the Pacific ☐ Research and extension in human and natural resources.
	☐ New Outcome		
Outcome 3:	☐ Ongoing Outcome		☐ Successful entry into the workforce ☐ Transfer to institutions of higher learning ☐ Awareness of the Samoan Culture and the Pacific ☐ Research and extension in human and natural resources.
	☐ New Outcome		

Outcome 4:	☐ Ongoing Outcome		☐ Successful entry into the workforce
	☐ New Outcome		☐ Transfer to institutions of higher learning
Outcome 5:	☐ Ongoing Outcome		☐ Awareness of the Samoan Culture and the Pacific
	☐ New Outcome		☐ Research and extension in human and natural resources.

Section IV.B: Program or Division Planning Context “How do we get there?”

B. Unit, Program, or Division Plans/Activities, and Requests for additional Resources:

Use the following spaced below to describe the unit, program or divisional plans and activities, and requests for additional Resources needed for **Fiscal Year 2022**.

FY 2022 Outcome:	Additional Proposed Funding: (Indicate dollar amount only)	Explanation of Costs: (Explain the outcome plans for your request)	Funding Source:	Unit or Program Approval: (Deans and Directors)	Divisional Approval: (Vice Presidents, Executive Director)	President Approval:
Outcome 1:			☐ Local ☐ Grants	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:
Outcome 2:			☐ Local ☐ Grants	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:
Outcome 3:			☐ Local ☐ Grants	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:
Outcome 4:			☐ Local ☐ Grants	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:
Outcome 5:			☐ Local ☐ Grants	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:	☐ Approved ☐ Disapproved Justification:

Section V: Improving the Planning Process

Utilize the spaces below to comment on recommendations that may improve the College’s budget planning process for unit, program or division planning.

1.
2.
3.