**Section C: Project Information**

*Please do not exceed 3 pages using Calibri, 12 point font (Bolded), 1” margins in the completion of this section. (This document is already formatted according to the expectations listed above)*

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| **Project Title:** |
| **Briefly describe your project to enhance knowledge, skills, attitudes, clinical practice, quality of care, or customer service within SGS.** |
| **Why is this project important? What is the rationale for this project?** |
| **What are you trying to accomplish? What will be achieved with this project? Please be specific about what you anticipate the outcomes will be.** |
| **How will you do this? Please be specific about what you plan to do in this project.** |
| **How do you plan to complete this project while adhering to current Public Health and infection control recommendations related to COVID-19 (e.g. physical distancing, PPE)? Please be as specific as possible.** |
| **Does this project directly involve patients, family and caregivers? If yes, please describe how many and who these patients, family and caregivers will be (age, gender, health status).** |
| **Does this project directly involve SGS staff? If yes, please describe how many and who these staff members are and what they are expected to do as part of this project.** |
| **Does this project require the purchase of special equipment, information technology/e-resources or materials? If yes, please describe.** |
| **How will you measure success? Please be specific about how you will demonstrate that you have achieved your stated objectives (e.g., improved functional status as measured by Functional Independence Measure; patient satisfaction as measured in a patient satisfaction survey; staff perceptions as measured in a survey or interview).** |
| **Timeline: Please identify key activities/ components of your project and when you plan to complete them, within the context of the 12 months available for this project (e.g., Task A: Months 1-3, Task B: Months 4 -6, Task C: 7-12)** |
| **Plans for dissemination of the results: Please describe how you plan to share the results or apply them within or outside of SGS.** |
| **Is there anything else about this project that you would like to describe?** |