Executive Leadership Team Submission
- Internal & Confidential -

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| □ FOR APPROVAL □ FOR INFOMATION ONLY □ OTHER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **For:** | **Enter CBO Name** | ProjectName**:** | **Project Name** |
| **Date**: | **Enter Creation Date** | Address: | **1245 Vancouver, B.C.** |
| **Prepared by:** | **Name & Title** | File No.: | **12562** |
| **Presented by:** | **ELT Rep. Name & Title** | Program Type: | **123 - Rural & Native Housings** |
|  |  |  |  |
| Submission Summary |  |  |

1. ***Submission Request***:

*Provide a one sentence description of the request being proposed. The request should be clear, direct and start with “That the Executive Leadership Team...”*

*Example:  That the Executive Leadership Team approve an Extra Ordinary Expense of $24,000 to Aboriginal Housing Society for replacing 20 hot water tanks.*

1. ***Amount Requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

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| --- | --- |
| Prepared By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Submitted By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  Signature Date |  Signature Date |

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| --- |
| **Review Feedback** (to be completed by ELT) |
| *Response:*□ Approved – as is□ Approved – with below commentary□ Revise & Resubmit – see commentary□ Not Approved – see commentary□ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Commentary: | ***ELT Review Confirmation Initials***Chief Executive Officer \_\_\_\_\_\_\_Chief Financial Officer \_\_\_\_\_\_\_Director, Housing Operations \_\_\_\_\_\_\_Director, Public Relations \_\_\_\_\_\_\_Director, Asset Strategies \_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | *Copies Distributed to:*□ Executive□ Accounting□ Operations□ Public Relations□ Asset Strategies □ Aboriginal Portfolio Advisor□ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_**  |

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| Submission Details |  |  |

1. ***Background*:**

Enter text here

1. ***Current Status*:**

Enter text here

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1. ***Key Considerations***:

Enter text here

1. ***List of Attachments or Supporting Documents:***
* Enter document name and description
* Enter document name and description