



# The Light Bulb Project

## What is it?

At the recommendation of the CESD Board of Directors, Clackamas Education Service District has initiated an opportunity to encourage innovation and capacity building efforts within the organization. The project aims to develop improvement initiatives and organizational change.

### The purpose of the project is to offer staff opportunities to:

- Improve student outcomes
- Empower, stimulate and encourage creative ways to provide high quality service
- Build creativity and leadership skills for all staff
- Create a healthier and safer workplace
- Provide better customer service
- Make their job easier or more effective
- Implement new ideas and processes in a timely way that may not be covered in our current budget

### Who is included in this opportunity?

- All employees
- Teams or groups\*

\*May include staff from component districts or community partners

## Do you have a great idea?

### To apply:

Complete the project form by developing a description of your project. This is a one to two page narrative outlining the objective of the project and the significance for the organization. The narrative should provide a clear, logical, and concise description of the project activities and anticipated results. Consider possible costs and timeline. Review your proposal with your supervisor to get recommendations for improvements. Final descriptions should be submitted to your supervisor who will forward all proposals to the Cabinet for review.

### Review and approval process:

All proposals will be reviewed by the Cabinet. Based on the merits of the proposal, those that have potential will be costed-out in consultation with the department administrator. A project team may be assembled for larger projects. The Superintendent will provide final approval, and report progress to the CESD Board of Directors.

*The Light Bulb Project worksheet is attached to assist you in planning for your project proposal.*

