



Instructions:

This form is used to supplement the short form Project Request (PR) when any of the following criteria are met;

- o Project budget has potential to exceed \$1,000,000
- o Investment in a Do Not Invest (DNI) Building that does not meet exemption criteria
- o Seeking significant amount of additional space
- o Seeking University Debt
- o Consideration for State capital budget request
- o Broader campus or neighborhood impacts
- o Other strategic implications, or issues identified by members or staff of Capital Strategy Group

Project Information

Contact Name	_____	Title of Request	_____
Phone	_____	Building Impacted	_____
Email	_____	Floor(s) Impacted	_____
RRC & Dept.	_____	Room(s) Impacted	_____

>Please keep all responses brief. 3-4 sentences (<1,000 characters) maximum.

Project Scope

Describe the scope of work and programs supported by this project.

Click or tap here to enter text.

Project Rationale

Describe the rationale and justification of need for this project and how it supports MPact 2025. How do existing facilities (size, configuration, deficiencies) limit your ability to deliver activities and functions?

Click or tap here to enter text.

Project Funding

What is the anticipated source and availability of funding for the project?

Click or tap here to enter text.

Project Timing

What is the desired timeline and why is this timing important? If project is delayed or not advanced, how will your unit, students and programs be affected? If this is a temporary solution, describe your long-term plans including relevant occupancy and relocation dates as well as other impacted buildings and space.

Click or tap here to enter text.

Your submittal of this form indicates your approval to advance the proposal for review and consideration by members or staff of Capital Strategy Group. If this proposal involves a Do Not Invest (DNI) building, you acknowledge that the extent and horizon of your investment aligns with the expected horizon of the building, that alternatives have been studied, and that long term relocation plans have been detailed above.