Facilities Management **Funding Plan/Approval** **(Projects Under $500K and/or Source Funding Earns Interest)**	Date: Project No.: Budget Estimate:

Project Name:

_____ representing _____ requests approval of the following Funding Plan for the project listed below. Construction will not commence until this document is fully executed. Requester should offer a brief description of the project (box "A") and detail the funding plan, including accounts that will be used (box "B"). If total funds required for the project are not in current University accounts, the requester shall offer a detailed cash flow illustrating the anticipated receipt of funds. Attach appropriate support documentation as required.

Description of Project (A)

Funding Plan (B)

Funding Source	**Amount**	**Chartfield**	**Date Available**
Total			

Comments:

This is a circulation document. Once appropriate information is provided, the requester will sign and forward to the Cognizant Vice President. This document shall be forwarded for signatures per the numbered sequence noted in the approvals section. Please return to Facilities Management via campus mail, 201 VRTUSB, once the Cognizant Vice President signature is obtained.

Approvals:

1.) _____ _____
Requester Date

2.) _____ _____
Cognizant Vice President Date

3.) _____ _____
Project Manager Date
Construction Project Delivery

4.) _____ _____
Associate Director, Finance Date
Facilities Management, Business Services

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