

THE UNIVERSITY OF MEMPHIS

PROJECT APPROVAL and FUNDING FORM

Project: _____

Project Manager: _____ Project Manager Phone: _____
(Point of Contact)

Project Start Date: _____ Estimated Project Completion Date: _____

College/Department: _____ Requestor: _____

Requestor Phone: _____

Project Final Scope:

Project Justification:

Funding Data						
Approved Budget						
Fund Source						
Banner Codes						
Index	Fund	Org	Account	Program	Activity	

Please note: By signing this document you agree with the aforementioned scope and budget. Additional scope, once the project is approved could result in the need for a new project request and likely additional costs.

Please sign and return this form to Project Manager. A copy will be placed at the jobsite.

Financial Manager Signature	Date
Dean/Director Approval	Date
AVP Campus Planning	Date
AVP Physical Plant	Date
Director, Space Planning and Utilization	Date
President	Date
VP-O&F	Date