

Requester Information

Date

Name

Email

Client Contact Information (if different from requester)

Client Name

Email

Phone

Organization ID#

Department

In order to get a project or study set up, a cognizant Vice President signature is required to confirm that the project concept is in alignment with overall University of Utah leadership goals.

Cognizant Vice President (type name)

Cognizant VP Signature:

Date

Project information

Building#

Building Name or Area of Campus

Description (limit 750 characters)

If you have written justification, photographs or sketches of your proposed construction project or study that may be helpful in describing the project or study, please send them with this signed form.

Does the study and/or project have Campus Planning Implications? ie; Do you anticipate that the project scope will affect or change the campus grounds/site and/or a building exterior? Yes No

If you've already discussed this with a project manager or have a preferred project manager, please note:

What are your
budget expectations?
(limit 250 characters)

What are your
schedule
expectations?
(limit 250 characters)

Once the form is complete (including the Cognizant Vice President's signature), please submit it and any supporting documents to **PDC-Admin@lists.utah.edu**.