## Proposed Project: [Name]

The purpose of ITEC is to review proposed campus projects, prioritize requests, confirm funding sources and resource availability. Since the last meeting, several new projects have been presented for consideration.

#### Request Overview

|  |  |
| --- | --- |
| Request name |  |
| Description of current state |  |
| Purpose |  |
| Proposed scope of work |  |
| Other options considered |  |
| Requestor |  |
| Impacted departments |  |
| Funding status |  |
| Possible risks |  |
| Benefits |  |
| Assumptions |  |
| Requestor’s priority |  |
| Sponsor |  |

#### Implementation Considerations

|  |  |
| --- | --- |
| Estimated implementation costs |  |
| Estimated ongoing costs |  |
| Proposed implementation resources |  |
| Expected duration |  |
| Expected interfaces to other systems |  |
| Other dependencies |  |