



## Proposal for Facilities Improvement Funds

**Requestor:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Department:** \_\_\_\_\_

**Date:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Box No:** \_\_\_\_\_

Submit project proposals by **Friday, October 18, 2024** to Kim Edwards at [edwards@etsu.edu](mailto:edwards@etsu.edu).

1. Detailed Project Description:

2. Estimated Budget and Fundraising:

3. Timeline:

4. Outreach and Education:

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**To be completed by the Office of Facilities Management, Planning & Construction.**

**Facilities or other department coordination/approval of proposal.**

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**Other** (if applicable):

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