



## Proposal for Facilities Improvement Program

<b>Requestor:</b> _____	<b>Date:</b> _____
<b>Telephone:</b> _____	<b>Email:</b> _____
<b>Department:</b> _____	<b>Box No:</b> _____

Submit project proposals by **Tuesday, October 21, 2025** to the Office of Administration at [officeofadm@etsu.edu](mailto:officeofadm@etsu.edu).

1. Detailed Project Description:

2. Estimated Budget and Fundraising:

3. Timeline:

4. Projected Outcomes:

---

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

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

---

---

---

---

**Other (if applicable):**

---

---