

Rockford Robotics

Capital Request and Justification

Form



Project Name

Sub-Team

Date

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Item description

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Justification Review & Approval

<u>Role</u>	<u>Name</u>	<u>Date</u>
Proposal Author		
Chief Technology & Education Officer		
Chief Environmental Health & Safety Officer		
Student Board Vice President / Chief Financial Officer		

Student Board President		
Mentor Project Approval		

1. BUSINESS CASE

In the space provided below, please provide a justification for the item. Include all capability improvements, learning & skills objectives, or strategic goals this project accomplishes.

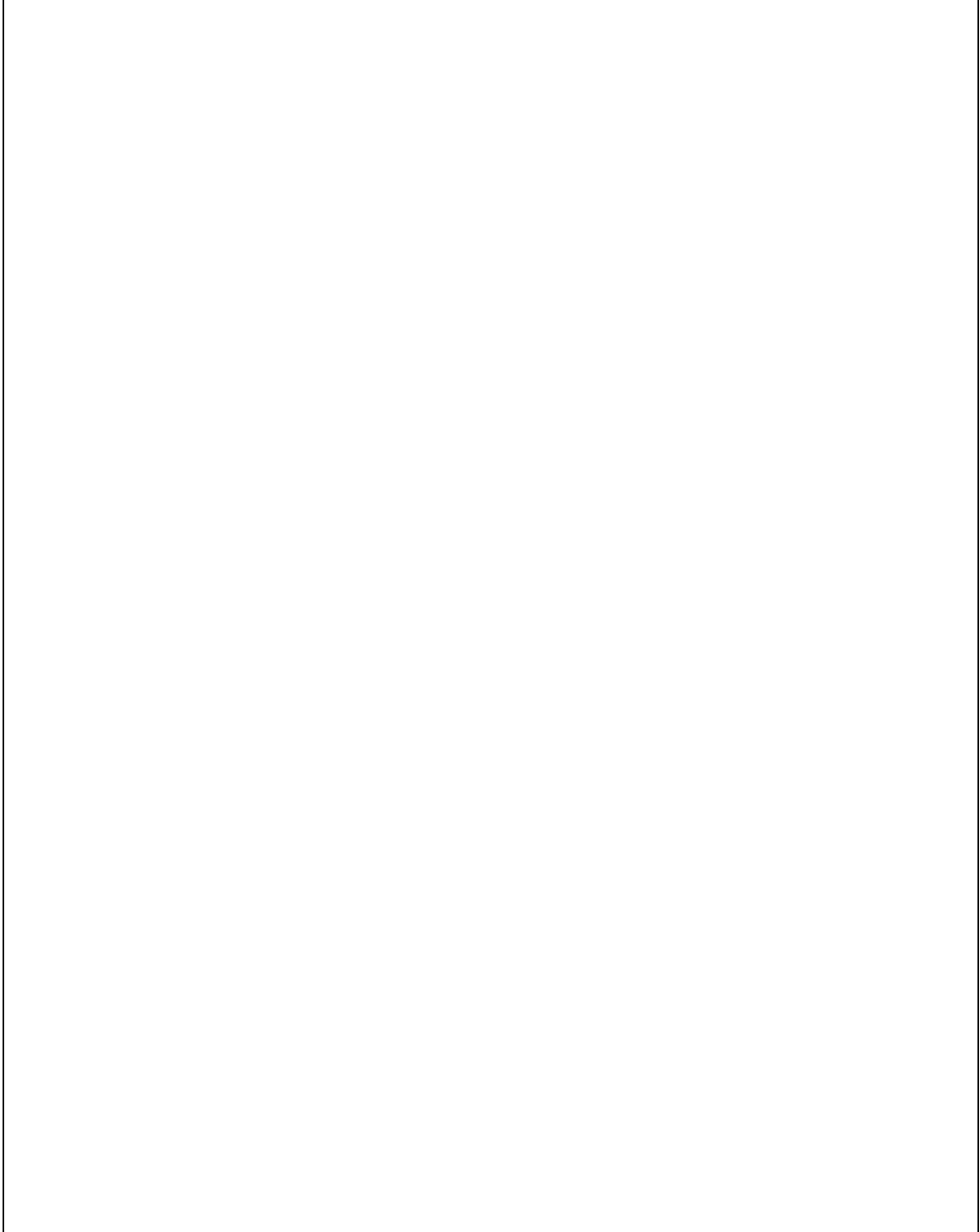
2. PROJECT BUDGET

In the space provided below, please provide a budget (minimum requirement: a “not to exceed” envelope; if applicable: detailed budget) requested.

Budget Envelope (Required)	

3. INITIAL RESEARCH / DESIGN

In the space provided below, please detail any research & preliminary design work done in the preparation of this project proposal. If any additional files/appendices are required, please provide a link to a shared Google Drive folder containing the files. Forms submitted without research may be rejected without further review.

A large, empty rectangular box with a thin black border, intended for the applicant to provide details on their initial research and design work. The box is currently blank.