



To: President's Innovation Fund Advisory Committee

Date: \_\_\_\_\_

From: Alan Blair

Title: Assistant Vice President, Information and Instructional Technology

I have reviewed the application for funding by \_\_\_\_\_ from the  
\_\_\_\_\_ Department.

The proposal titled, \_\_\_\_\_, has a general estimated cost of \_\_\_\_\_. (This is an estimate only, the actual cost may vary.) The requested equipment/upgrades reflect reasonable cost(s) estimates and the proposed improvements fall within the implementation capacity of the IT Department. This application may be submitted for funding consideration by the President's Innovation Advisory Committee.

Sincerely,

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