

Form 1

Format and Guidelines for Institutes/Centers

Sample Cover Sheet for a State of Florida or University Institute/Center Proposal

(Institute/Center Name)

(Proposed Implementation Date)

The submission and signing of a proposal to initiate a State of Florida institute/center or the establishment of a University institute/center constitutes a commitment by the university(ies) to ensure that the institute/center's activities support the stated mission(s) and goals of the institution(s).

_____ University Submitting Proposal	_____ President	_____ Date
	_____ Provost	_____ Date
_____ Type of Institute/Center	_____ Senior Vice President	_____ Date
_____ Proposed Implementation Date	_____ Vice President for Research	_____ Date
_____ Associated Discipline (2-digit CIP)	_____ Dean of School or College	_____ Date
_____ Proposed Institute/Center Director (if known)	_____ Vice President and Chief Financial Officer (as appropriate)	_____ Date
	_____ Other President(s)/ Administrator(s)	_____ Date (as appropriate)