

2016 Space Migration Concept Proposal - Application

I. Applicant Information

Name of Requestor: _____ College/Department: _____

Point of Contact: _____ Title: _____

Campus Phone: _____ Email: _____

II. Statement of Interest

Proposal Concept Overview (*check all that apply*)

The Concept:

- ☐ Aligns with K-State 2025 Plan
- ☐ Encourages collaboration
- ☐ Provides multifunctional space
- ☐ Utilizes current space attributes with little renovation
- ☐ Requires extensive renovation

Space will be used by:

- ☐ Faculty
- ☐ Staff/Admin
- ☐ Researcher
- ☐ Graduate Student
- ☐ Student(s)

Space requested is:

- ☐ Located on Main Campus
- ☐ Located off Campus
- ☐ Lab Space
- ☐ Research space
- ☐ Classroom
- ☐ Admin space
- ☐ Meeting/Conference space
- ☐ Storage space
- ☐ Office space
- ☐ Other

Dept/Program will be:

- ☐ Expanding
- ☐ Relocating to new space

Outline of Space Requirements

Attach **one** single sided sheet of paper that briefly describes how you plan to use the space and how that coincides with the goals of the university. Include an impact statement that defines the ancillary benefits to the university of your proposal. Reference Call for Proposal section V. *How to Submit a Proposal* for detailed information to include in your description.

III. Application Submission

Please complete Sections I & II then return application and single page outline of space requirements to Facilities Planning – Space Management Office via electronic or paper mail by **December 11th 2015**.

Email: Heather Mills
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Manhattan KS 66506

Note: Concept Proposals that are selected for the short list of applications will be asked to submit a final and more detailed proposal for review.