

**REQUEST TO ESTABLISH A _____ CENTER AT
NORTH DAKOTA STATE UNIVERSITY**

- 1. Proposed Center Name:**
- 2. Center's Address:**
- 3. Center's Telephone:**
- 4. Proposed Center's Directors and Formal Title:**
- 5. Who has the authority to commit the proposed Center to financial obligation:**
- 6. Describe the proposed Center's organizational structure:**
- 7. Will there be an advisory committee? If so, list areas of representation:**
- 8. Mission, Goals, and Objectives of the Center:**
- 9. Does establishment of the Center duplicate or enhance any existing NDSU programs:**

- 10. Identify and explain relationships to other institutions, agencies, and/or academic departments:**

- 11. Identify and explain relationships to state or federal programs:**

- 12. Given an assessment of the potential value to both the University and other clientele:**

- 13. Compare the Center's objectives with alternative means of achieving the same objective.**

- 14. How will you evaluate the effectiveness of the Center in terms of costs, stated objectives, and benefits to clientele and university?**

- 15. What are the funding requirements (both immediate and future)? Will the Center use appropriated (hard) monies and/or grants and contracts (soft monies)? Will there be special conditions or restrictions on funding?**

16. Will the proposed Center have statutory authority?

17. Are there any anticipated relationships between the Center and the administrative structure of the University?

18. What are the proposed Center's space requirements? How will they be met?

19. What are the proposed Center's staffing requirements? How will they be met?

20. What are the proposed Center's equipment requirements? How will they be met?

For the ____ Center Directors

Provost and Vice President for Academic Affairs

For the ____ Center Directors

President