**Programmatic Request Submission Form**

**Contact Information:**

|  |  |
| --- | --- |
| First Name | Enter First Name |
| Last Name | Enter Last Name |
| Email Address | Enter Email Address |
| College | Enter College |
| Department | Enter Department |

The information requested below id required for Congressional Programmatic Requests. Depending on when the information is submitted, not all information may be available. Please complete as many fields as possible. If you have any questions please email NDSU.BusinessDev@ndsu.edu.

**Program or activity name:** Include the Federal Department and the name of title of the specific program. Please avoid acronyms.

|  |
| --- |
| Enter text here. |

**Brief history and description of the Program/Activity:** Describe the history and intent of the program and include how the expertise available at NDSU is either currently involved in the program or can help meet the goals and objectives if the program (250 word limit).

|  |
| --- |
| Click or tap here to enter text. |

**Contact Information for Program Officer (if known)**

|  |  |
| --- | --- |
| First Name | Click or tap here to enter text. |
| Last Name | Click or tap here to enter text. |
| Email | Click or tap here to enter text. |
| Phone number | Click or tap here to enter text. |
|  |  |
| Have you had conversations related to the proposed activity with the Program Officer? |
| YES | [ ]  |
| NO | [ ]  |

**Program Funding Information**

|  |  |
| --- | --- |
| Enacted FY2018 Program Funding | Enter amount. |
| Proposed Program Funding in the President’s FY2019 Budget | Enter amount. |
| Level of Funding Requested for FY2018 (the amount to be requested above the FY2019 Presidential Budget) | Enter amount. |

**Legislation Authorizing Program (Public Law number and Section)**

|  |
| --- |
| Click or tap here to enter text. |

**Committee and Account Information**

|  |  |
| --- | --- |
| Appropriations Subcommittee | Click or tap here to enter text. |
| Agency (and Sub-agency, if applicable) | Click or tap here to enter text. |
| Account | Click or tap here to enter text. |

**Explain and justify federal funding if the program:**  Take into consideration the need the program fulfills, benefit from the operation of the program, and whether the program has any national security implication. Does the program meet any statutory requirements prescribed by federal law? (250 word limit)

|  |
| --- |
| Click or tap here to enter text. |

**Describe how the program benefits the state and people of North Dakota.** Take into account job creation, new or continuing economic development opportunities for North Dakota communities resulting from the program, and how the program helps North Dakota compete for government and industry contracts (250 word limit).

|  |
| --- |
| Click or tap here to enter text. |

***Defense Addendum – For Defense Requests Only***

|  |  |
| --- | --- |
| Budget Account  | Click or tap here to enter text. |
| State/Agency | Click or tap here to enter text. |
| Program Element/Project Number | Click or tap here to enter text. |
| Line Number | Click or tap here to enter text. |
| Lite Item Title | Click or tap here to enter text. |