|  |
| --- |
| A Project Re-Submission should address the concerns raised by the PRB and submitted upon request. It should outline the project concept and needs to provide sufficient justification (precisely and concisely) of how and why the concept is attractive, affordable, achievable and adaptable. |
|  |
| **Instructions for completing a Project Re-Submission** |
|  | Re-Submissions should be completed and submitted to pmo@pf.uq.edu.au on or before the deadline for review by the Property and Facilities (P&F) Project Review Board (PRB). The PRB meets monthly, please see the [Project Review Board Website](https://coo.uq.edu.au/operational-areas/property-and-facilities/pf-projects-and-initiatives/project-review-board) for submission cutoff and PRB meeting dates.  |
|  | Re-Submissions are required to provide further information as requested by the PRB. |
|  | If your estimate project budget is over $300,000, once P&F PRB endorsement has been received, this proposal form and associated PRB endorsement memo should be submitted to capitalworks@uq.edu.au on or before the deadline. Deadlines for submission can be found at the [Capital Investment](https://governance-risk.uq.edu.au/functions-and-services/project-governance/capital-investment) page.  |
|  | If submission to CMG is required, outcomes of the CMG submission will be finalised and communicated by CMG. This will include any next steps and reporting requirements. |
|  | If you require any assistance completing this form, please contact the P&F Project Management Office (PMO) at pmo@pf.uq.edu.au |

| **SECTION 1: PROPOSAL DETAILS & DESCRIPTION** |
| --- |
|  |
| **1.1: PROJECT RE-SUBMISSION TITLE AND OWNERSHIP** |
| **Proposal Title** | ? |
| **Proposal Sponsor** |  |
| **Proposal Owner** |  |
| **Portfolio** | Choose an item. |
| **Organisational Unit**  | Choose an item.[If other, please specify] |
|  |
| **1.2: PROPOSAL OVERVIEW, GOALS AND OBJECTIVES** |
| * Please provide an overview of the project.
* Discuss the primary goals and objectives for the proposed project.
 |
|  |
|  |

| **SECTION 2: PRB RE-SUBMISSION FURTHER INFORMATION** |
| --- |
| **as** |
| **OUTCOME MEMO REQUIREMENTS** | **RESPONSE TO REQUIREMENTS** |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **ATTACHMENTS** (Supplementary information - limited to 5 A4 pages) |
| 1.  |  |
| 2.  |  |
| 3. |  |

|  |
| --- |
| **REVIEW AND REGISTRATION** |
| **Proposal Owner** | [Name and Position] | Click or tap to enter a date. |
|  |
| **Proposal Sponsor\*** | *Proposal Sponsor Signature* | Click or tap to enter a date. |
| [Name and Position] |

\* Proposals <$300k (where CMG funding is **not** required) must be sponsored by the person with the financial delegation to approve the proposal.

 Proposals up to $5 million (where CMG funding is required) can be sponsored by a member of USET or a Director of a Major Research Institute (IMB, QBI, SMI, AIBN, and QAAFI).

 Proposals over $5 million must be sponsored by Provost, COO or one of the DVC’s