

UAMS MEDICAL CENTER AUXILIARY

Request for Proposals

The UAMS Medical Center Auxiliary is accepting applications for patient-centered innovative projects currently not covered by existing funds. The Board will meet to review applications on February 25, 2008. Applicants will receive notification of the status of their application within a couple of weeks of the review date.

Application Deadline is February 15, 2008.
Applications received after this date will not be considered.

Application Instructions:

A. Face Page:

1. Name of person submitting the application
2. Date Submitted
3. Department
4. Campus Address
5. Telephone #
6. Email Address
7. Title of project
8. Total Funds Requested
9. Departmental Approval: Name and signature of Department Director

B. Application Justification

- I. **Description of the project to be funded.** Please provide a summary of the item, program or service for which the requested funds will be used. How will this request make a difference in the lives of patients and family members at the UAMS Medical Center?
- II. **Rationale.** What problem or need does the request address? Describe the background and significance of the request. Who will benefit? Explain why the request cannot be funded by other sources.
- III. **Budget.** Describe and justify all expenses including any equipment requested, and other operating expenses. The UAMS Medical Center Auxiliary does not provide funds for salary, travel, or purchase of items used for routine clinical care.
- IV. **Is the request something that would normally be covered by your Departmental budget? Yes _____ No _____**

Submit to: **Gloria Wright, Director**
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