

Letter of Intent Template

Name of UACI: _____

Classification of unit (check all that apply):

Research

Training

Service

Instructional

Director name

Oversight administrator (include **letter of support***):

List affiliated/participating units (include **letters of support*** from heads of affected units):

List external partners, if any:

Provide a brief mission statement or statement of purpose for the proposed UACI:

Description of funding sources:

Provide an explanation of the benefits that the UACI's activities will provide for the University, including how the mission and activities will overlap with, complement, or be distinct from activities of other University units, and how the added value from the UACI will be consistent with the University's overall mission.

Following a 10 day comment period, the letter of intent is updated to resolve any constructive feedback received. The submitter attaches the completed Governance Charter for final submission.