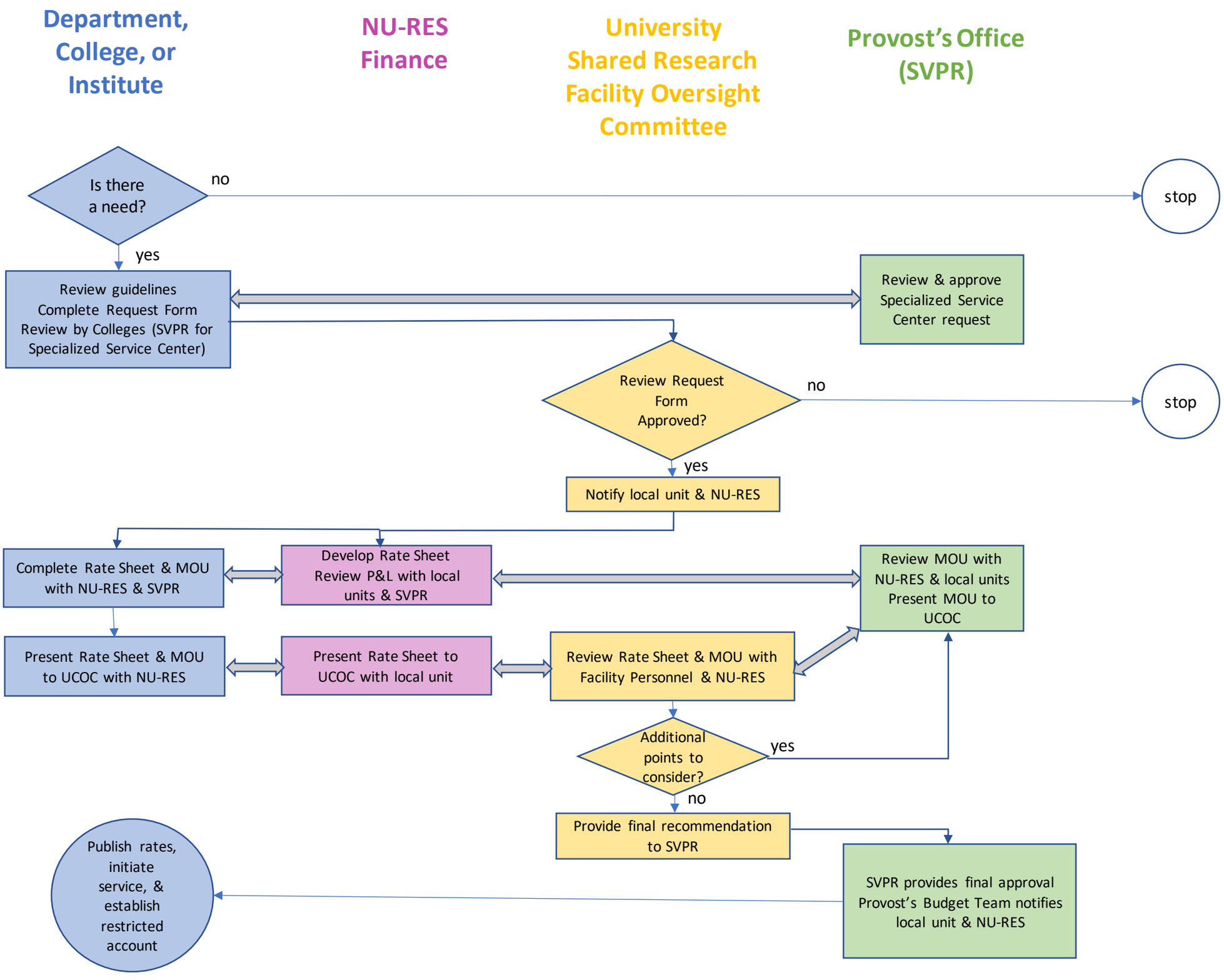
Department, College, or Institute
NU-RES Finance
University Shared Research Facility Oversight Committee
Provost's Office (SVPR)
Is there a need?
no
stop
yes
Review guidelines Complete Request Form Review by Colleges (SVPR for Specialized Service Center)
Review & approve Specialized Service Center request
Review Request Form Approved?
no
stop
yes
Notify local unit & NU-RES
Complete Rate Sheet & MOU with NU-RES & SVPR
Develop Rate Sheet Review P&L with local units & SVPR
Review MOU with NU-RES & local units Present MOU to UCOC
Present Rate Sheet & MOU to UCOC with NU-RES
Present Rate Sheet to UCOC with local unit
Review Rate Sheet & MOU with Facility Personnel & NU-RES
Additional points to consider?
yes
no
Provide final recommendation to SVPR
SVPR provides final approval Provost's Budget Team notifies local unit & NU-RES
Publish rates, initiate service, & establish restricted account