Colorado State University
Alternative Transportation Fee Advisory Board
2025-2026 Project Proposal Form

Fill out and return proposal documents via email to ATFAB_CSU@colostate.edu and Aaron.Fodge@colostate.edu. ***Deadline for final submissions — Friday, January 24, 2025***.

If the project involves infrastructure construction, ***CSU Facilities must review cost estimates and proposal schedule. Facilities Deadline — Friday, December 6, 2024.*** Please email to Gargi Duttgupta at gargi.duttgupta@colostate.edu.

Note: If the proposal is accepted for funding consideration, you will be asked to give a 30-minute formal presentation to ATFAB.

Project Overview:

Project Name/Location: The Spoke at Laurel Village & Mobile Shop Operations

Estimated Initial Cost: **Not Applicable**

Estimated Recurring Cost (if applicable): **$113,933.26**

Funding Request from ATFAB: **$108,233.26**

Matching Funds (if applicable): **$50,705.05 (see question 7 for explanation of matching funds)**

Please Attach the Full Budget: Include total cost, amount requested from ATFAB, breakdown of all expenses, funding from other sources, etc. Please be thorough and specific.

Submitting Unit:

Name: Heather Reimer

Telephone: 970-491-2736

Email Address: heather.reimer@colostate.edu

Department: Central Receiving

College or Division: Division of Operations

Approvals (Signatures):

Provost/VP: Brendan Hanlon

Signature: _____ Date: _____

Department Head/Director*

Name: **Steve Burn**

Signature: Date: 1/10/25

*Whomever oversees the areas affected by the proposed project. For example, if the proposal was to add covered bike parking near the LSC, you need to contact the Director/Department Head in charge of the LSC. Please contact ATFAB with any questions.

Facilities Management Approval of Estimated Budget/Schedule (If Applicable)

Name: NA

Signature: _____ Date: _____

Full Project Description:

As an attached document, please answer the following:

1. Please describe the project (limit description to 500 words or less).

2. Approximate timeline for the project (have you contacted Facilities for a bid and proposed schedule, if applicable?).

3. Describe how users will be supported by the project (limit to 250 words or less).

4. Describe the benefits to students in accordance with ATFAB By-Laws (see Article VII Funding Rules on the Website).

5. Please provide any evidence that there is student support for the proposal (i.e. petitioning, letters of support, requests for proposal by students, ASCSU resolutions, college council approvals, etc.). It is highly recommended that proposers reach out to students; the level of student support for your proposal will likely affect the board's decision to fund it.

6. Is your project mentioned in any of the CSU Campus Master Plan documents? Have any campus advisory committee discussed this project? It is recommended that you consult an applicable planning or advisory committee for letters of support and advice regarding your proposal. Please attach any documents if applicable.

7. Please include anything else you would like to communicate about your project.