

**Franklin College FY24 Small Repair and Renovation (SRR) Funding**  
**Deadline September 29, 2023**

Franklin College is accepting applications for SRR FY24 funds. Maximum request allowed is \$50,000, but typical approved requests are in the \$5,000 – \$10,000 range. SRR requests can address needs in spaces for instruction, scholarship (including research and performance), outreach, or other departmental activities. Requests can include renovations, technology, and/or furniture. To apply for FY24 SRR funds, please submit by 9/29/23 a single pdf containing the following to Leslie Morrow ([lmorrow@uga.edu](mailto:lmorrow@uga.edu)):

1. A cover letter from the department head including a summary of the project, justification of need, the number of students and faculty impacted, total amount requested, and departmental financial contribution.
2. Project documents including a current preliminary cost assessment/estimate from FMD (<https://workrequest.fmd.uga.edu/>) or a UGA-approved contractor or vendor (preliminary cost assessments and estimates must be less than one year old), drawings of planned renovations, details on furniture, and/or a technology plan as appropriate. **Please note that PCA's from FMD will need to be requested months in advance of September. Current lead time is a MINIMUM of 12-weeks.** If you need help getting architectural drawings for room layout, please contact your Franklin Facilities Management Professional.
3. If the project includes a technology component (for example, computers or AV), a technology plan will need to be developed in consultation with the Franklin College Office of Information Technology. Please contact Debbie Tonks ([dtonks@uga.edu](mailto:dtonks@uga.edu)) to start this process. **NO EXCEPTIONS** as proposals without FOIT approval will not be considered.
4. If the project includes repurposing of space, approval of the Central Space Committee (Provost's Office) might be required. If you think your project might require Space Committee approval, please check with Leslie Morrow ([lmorrow@uga.edu](mailto:lmorrow@uga.edu)).

Please feel free to reach out to the Franklin Facilities Management Team with any questions or concerns: <https://www.franklin.uga.edu/directory/franklin-facilities-management-team>