



Contracts Administration Department
Mail Slot 743
501-686-6444 (Main)

REVENUE CONTRACTS BUSINESS PLAN

Name of Preparer

Date

College/Department/Service Line

Contract Term

Customer Name

Estimated Revenue

Fund-Cost Center

EXECUTIVE SUMMARY

1. Describe the nature of the new business.

2. Describe the alignment of the new business with UAMS criteria for contracts.

3. List resources needed to fulfill contract (FTEs, supplies, space, other costs).

Please complete page 2 of this form.

4. Will the services create new incremental expense for UAMS that will require a budget revision for the unit? If yes, please estimate additional expense.

Preparer's Signature

Date

Department Chair/Dean/ICE Division Approval

Date

CAD Official Use Only:

Approved: _____
Signature

Date

Rejected: _____
Signature

Date

Comments: