SHOULD I INITIATE A PROJECT OR REQUEST AN ESTIMATE?

Do you know how much money you have to spend on the project?

- Yes
  - Do you know what you want done on your project?
    - Yes: Initiate a project
      - Because you know what you want done and know how much you want to spend you are ready to start working with our talented project managers.
      - Once the project is designed you will be given a project budget before deciding to move forward.

    - No: Request an estimate
      - Allow one of our professionals to help you determine the best method to achieve your desired results.

- No
  - Request an estimate
    - Simply enter a work order in the Facilities website [https://facilities.unt.edu/](https://facilities.unt.edu/) and in the request field type that you would like to request an estimate and enter project information.

How do I do that?

Submit a project initiation worksheet found here: [https://facilities.unt.edu/resources/forms-and-documents-library](https://facilities.unt.edu/resources/forms-and-documents-library) to this email address: piw@unt.edu.

Once received you will be partnered with one of our talented project managers to begin planning your project.