***Instructions:***[0300-0320-015-C PROJECT CONTRACT AWARD RECOMMENDATION](https://it.nc.gov/media/1026/open)

# 1.0 Project Information

|  |  |
| --- | --- |
| **Agency:** |       |
| **Project Name:** |       |
| **Project Manager:** |       |

2.0 Vendor and Contract Information

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name** | **Contract Number** | **Expiration Date** | **Award Amount** |
|       |       |       |       |
| **Comments** |       |  |

# 3.0 Project Contract Award Recommendation Review and Approval

| **Title** | **Name** | **Signature** | **Recommendation** | **Comments** | **Date****(MM/DD/YYYY)** |
| --- | --- | --- | --- | --- | --- |
| Project Manager |       |       | Initiator - NA |       |       |
| Agency PMO |       |       | [ ]  Concur[ ]  Non-Concur |       |       |
| Additional (list) |       |       | [ ]  Concur[ ]  Non-Concur |       |       |
| **Title** | **Name** | **Signature** | **Approval** | **Comments** | **Date****(MM/DD/YYYY)** |
| Agency CIO |       |       | [ ]  Yes [ ]  No |       |       |
| Agency CFO |       |       | [ ]  Yes [ ]  No |       |       |
| Additional (list) |       |       | [ ]  Yes [ ]  No |       |       |
| **Title** | **Name** | **Signature** | **Approval** | **Comments** | **Date****(MM/DD/YYYY)** |
| Enterprise Architecture |       |       | [ ]  Yes [ ]  No |       |       |
| OSBM |       |       | [ ]  Yes [ ]  No |       |       |
| Procurement and Strategic Sourcing |       |       | [ ]  Yes [ ]  No |       |       |

# *The signatures above indicate an understanding of the purpose and content of the Project Contract Award. By signing this document or emailing approval, they are agreeing to approve the Project Contract Award.*