## 1. Identify Resources:

- if 3rd party obtain a letter of commitment to include with proposal
- if USF equipment match, complete and forward memo to applicable parties
- if USF personnel identify % of time to be spent on project
- if other project obtain written approval from project's sponsor

## 3. PERT

## 2. Identify Resources:

- if 3rd party forward a copy of the 3rd PartyInKindMatch form to party
- if USF identify the chartfield strings
- if project include project number and chartfield string