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| --- | --- | --- | --- | --- |
|  | | | C:\Users\kh394\OneDrive - Cornell University\CornellLogos\Logos for Word and PowerPoint\Logos for Word and PowerPoint\PRIMARY-On-White-IT-at-Cornell-Logo.png | |
|  | |  | | |
|  | Statement of Need: <title or brief description> | | |
|  | Prepared by: <name>  Date Prepared: <mm/dd/yyyy> | | |

# Narrative

## Brief Explanation – Problem, Issue, or Opportunity

<narrative text>

*Proposed IT Solution* *(if practical) — Include why any known similar solutions on campus do not meet the need*

<narrative text>