Dear Prospective Client,

Thank you for your interest in the UC Davis Graduate School of Management MBA Consulting Center. Attached is a project description form, which we encourage you to submit to help us better understand your needs. You can submit the completed form to us by e-mail to mbaconsulting@gsm.ucdavis.edu, by fax to (530) 754-9355, or by mail to the address below.

Within one week, we will contact you to discuss your project. If suitable for MBA-level study, we will announce the project to our students. By being specific and providing as much detail as possible, you can appeal to the right team by educating them about the opportunity with your organization and the project scope. We look forward to reviewing your proposal.

Once we approve the project, the following takes place:

1. Our MBA students consider the project description and discuss the opportunities with their teammates.

2. For each team that expresses interest, we email a team profile with résumés to you.

3. Once you have selected a team, we notify the team members and have them contact you directly to negotiate the final scope of the project.

4. Please let us know when you have reached an agreement with a team.

5. Once an agreement has been reached, the team members, primary client contact, and the faculty advisor sign the field study agreement.

We do our best to match projects with consulting teams. However, because of the demand to work with the program and the student-driven nature of this process, not all projects can be matched with a team.

Please call us at (530) 752–7658 with any questions or for help crafting a compelling project description. We appreciate your interest and look forward to working with you.

Professor Richard Dorf
Director, MBA Consulting Center
UC Davis Graduate School of Management
(530) 754-9061
mbaconsulting@gsm.ucdavis.edu

Kathy Gleed
Administrator, MBA Consulting Center
UC Davis Graduate School of Management
(530) 752-7658
krgleed@ucdavis.edu
# MBA Consulting Center Project Proposal Form

**Industry**

**Date**  
**Study Focus**

**Organization Name**

**Mailing Address**

**URL**

**Primary Executive Contact**

**Phone**  
**Fax**  
**Email**

**Alternate Executive Contact**

**Phone**  
**Email**

**Annual Revenue**  
**Years in Business**  
**No. of Employees**

**Preferred Field Study Period**

|-------------|-------------|-------------|-------------|

*Please indicate your 1st, 2nd and 3rd preferred field study period*

**Description of organization** *(Attach annual reports, brochures, or other descriptive materials if available.)*

**Description of the topic for study**

**Will the students need to sign a non-disclosure agreement, Yes or No?**

**Comments or special requests**

**How did you learn about the MBA Consulting Center?**

<table>
<thead>
<tr>
<th>Business Partner</th>
<th>Referral From</th>
<th>GSM Graduate</th>
</tr>
</thead>
</table>

*Return this completed form to:*  
MBA Consulting Center  
UC Davis Graduate School of Management  
One Shields Avenue, Gallagher Hall  
Davis, CA 95616  
(530) 752-7658  
Fax: (530) 754-9355  
mbaconsulting@gsm.ucdavis.edu

6/23/2010