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| **Budget Request Form** |
| **Project Name:** | **Fiscal Year:** |
| **Project Contact:** |
|   | CurrentRequest Amount ($) | Description | Matching Fund Amount ($) | Description |
| ***Salaries, Wages, & Benefits*** |
| Exempt Staff |   |   |   |   |
| Faculty |   |   |   |   |
| Classified Staff |   |   |   |   |
| Students |   |   |   |   |
| Student Work Study |   |   |   |   |
| Employee Benefits |   |   |   |   |
| Personal Services |   |   |   |   |
| ***Goods & Services*** |
| Supplies & Materials |  |  |  |    |
| Communications |   |   |   |   |
| Rentals & Leases |   |   |   |   |
| Repairs/Alterations/Maint. |   |   |   |   |
| Printing/Reproduction |   |   |   |   |
| Professional Development |   |   |   |   |
| Subscriptions |   |   |   |   |
| Insurance |   |   |   |   |
| Purchased Services |  |   |   |   |
| Other (Miscellaneous) |  |   |   |   |
| ***Travel*** |   |   |   |   |
| Carbon Offset |  |  |  |  |
| ***Capital Outlays*** |
| Furniture, Equipment |  |   |   |   |
| Hardware/Software (describe) |  |  |  |  |
| ***Client Services***  |   |   |   |   |
| ***Other*** (describe) |   |   |   |  |