# Student Technology Fee Committee

# Request for Funds

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|  |  *Make sure to complete all areas*  |
| Request Submitted for STF Committee□ Fall□ Winter□ Spring | Documents Attached□ Quote□ Contract□ Other | Number of Students Impacted by This Request | STF Committee Representative Presenting Request | If Approved, Next Step:*Submit Request Center Technology Ticket with Funding Request & Quote attached.* |

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| **Requester:**  | **Date Submitted:***(must be submitted no less than 10 business days prior to meeting)* |
| **Amount Requested:**  | **Fiscal Year:**  |
| **Request for:** |
| **Program(s) benefiting from this request:**  |
| **Timeline for Expenditure(s):**  |
| **Number of Students Served Each Year by Program:** |

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| **Describe the activities and expected accomplishments and why the Student Technology Fee should fund this request:** |
| **What other ways have you tried funding this request:** |
| **Describe the anticipated impact on students from these activities:** |

**Requester:** Send request to your Division Chair or Supervisor for initial approval.

**Supervisor**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

*Sign if approving request and forward to Executive Assistant, Information Technology Services (N215A) to be added to next Quarter STF Committee Agenda.*

**VP of Information Technology Services:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

**ASG Emerging Technology and Entrepreneurial Representative:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

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| *To Be Completed By Information Technology Services*  |
| STF Committee□ Approved□ Denied□ Inconclusive | Committee Vote |  Notes |  Other documentation Required  |

***Complete and submit this section after activity****.*

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| **Describe accomplishments:** |