



## Budget Request Form FY2013

Department should complete one form for each individual request

**Department:** Choral Activities

**Program, Service, or Operation Requested**

Rental Storage Space on MSC Loading Dock

SSFAB Use Only	
YES	NO

**General Description:**

As a part of the renovation of the MSC the loading area for Choral Activities concert equipment (risers, instruments, etc.) was lost due to the addition of the 12<sup>th</sup> Man Great Hall. Since we are located in the basement the only accessible place for the loading of equipment is through the loading dock. The MSC facility is only offering this as a rental space at \$1 per square foot per month. The 100 ft<sup>2</sup> storage area will now cost \$100 per month or \$1,200 annually.

**Request Type:**     Full     Increase     One-Time     Partial/Matching

**General Questions:**

*How does this increase impact students, and what motivated this request (needs, strategic planning, etc.)?*

This allows the safe and secure loading of equipment by the students involved in Choral Activities.

*How do other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.*

This is recurring funding and no source of recurring is available for this purpose that would not endanger the existing service to students. With the cuts enacted for FY12 there is no possible way to fund elsewhere.

*Generally, what assessment tools will you use to evaluate this program/service?*

Access to equipment and timely loading/unloading.

**Funding Description:**

			Dollar Amount
<b>Total Estimated Cost</b>			
Rental from MSC Facilities			<b>\$1,200.00</b>
<i>Less Estimated Partial/Matching Funds (if applicable)</i>			<i>\$0.00</i>
<b>TOTAL SSFAB INCREASE REQUEST</b>			<b>\$1,200.00</b>

SSFAB Comments/Notes: