SSFAB

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Budget Request Form FY 2010

To be Completed by Department for Each Individual Request

SSFAB Use Only	
YES	NO

Department:____Multicultural Services_____

Program, Service, or Operation Requested

Career ladder

General Description:

An SDS II will meet all requirements to become an SDS III per the Student Affairs career ladder guidelines.

Request Type: _x__Full ___Increase ___One Time ___Partial/Matching

General Questions:

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

Retaining staff who are already knowledgeable about the position which involves advising an organization, assisting with running a 4 day conference for almost 1000 attendees and facilitating a sophomore learning community, allows for continuity among these areas and for staff to continue to support the efforts of the students.

Have other sources of funding (fundraising, sponsorship, membership dues, etc) been considered? Please explain:

Because this request is staff related, there is not another source of funding that can be considered when pursuing the career ladder.

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

Annual performance evaluations and Student Affairs career ladder worksheet.

Funding Description:

	Dollar Amount
Total Estimated Cost	
SDS III career ladder	$ 8,500
Less Estimated Partial/Matching Funds (if applicable)	
TOTAL SSFAB INCREASE REQUEST	**$ 8,500**

SSFAB Comments/Notes:

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