

SSFAB

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Budget Request Form FY 2010

To be Completed by Department for Each Individual Request

Department: Student Government Association

SSFAB Use Only	
YES	NO

Program, Service, or Operation Requested

Reclassification of Business Coordinator I to Business Coordinator II

General Description:

Due to the increased responsibilities and continuing excellent performance, we are requesting additional funding to reclassify the Business Coordinator I to a Business Coordinator II.

Request Type:

Full Increase One Time Partial/Matching

General Questions:

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

This position works directly with the finances and budgets for each committee within Student Government. As the programs and conferences continue to grow, the responsibilities of this position also continue to grow. This year Student Government, in an effort to improve efficiency and accountability, will open up 14 new fiscal support accounts that will be used to allocate funding that was requested by the SGA committees for specific programming. This position will be responsible for monitoring that the committee's expenses are in line with the intent of the request and will assist students leaders with managing their SOFC account.

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

We examined our existing budget to try and accommodate this request but were not able to adequately fund the increase.

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

Our regular budget and audit processes along with regular job performance reviews will be used to evaluate this position. We will also know if we are successful if we are able to retain the current staff.

Funding Description:

	Dollar Amount
Total Estimated Cost	
<i>Salary Increase</i>	3,785.00
<i>Benefits</i>	568.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
TOTAL SSFAB INCREASE REQUEST	4,353.00

SSFAB Comments/Notes:

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