



## Budget Request Form FY2011

*Department should complete one form for each individual request*

**Department:** Student Activities

**Program, Service, or Operation Requested**

Career Ladder Promotion ~ SDS II to SDS III

SSFAB Use Only	
YES	NO

**General Description:**

This request is to provide a career ladder progression for a position in the Leadership and Service Center (from an SDS II to an SDS III level). The individual in the position has been employed at an SDS II level for more than two years, and the position is eligible for a career ladder promotion in the summer of 2010.

**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.)?***

The growth in scale and complexity of the programs associated with this position have grown immensely in the past two years. As such, the number of students directly and indirectly impacted has grown as well.

As a department, Student Activities lists as a strategic objective a desire to “Recruit, Retain, and Develop Quality Staff.” Providing career ladder advancement for this position will help the Department work toward this objective.

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

No other funding source is available as this budget is supported primarily by Student Service Fees and this is a recurring expenditure.

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

This position is subject to annual performance evaluations.

**Funding Description:**

	Dollar Amount
<b>Total Estimated Cost</b>	
Salary Increase	\$3,889.00
Benefits	\$583.00
Professional Development	\$200.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
<b>TOTAL SSFAB INCREASE REQUEST</b>	<b>\$4,672.00</b>

*SSFAB Comments/Notes:*