



Budget Request Form FY2011

Department should complete one form for each individual request

Department: Information Technology

Program, Service, or Operation Requested

Purchase an electrical generator for a Student Affairs consolidated server room.

SSFAB Use Only	
YES	NO

General Description:

Purchase a backup generator for a Student Affairs consolidated server room. A backup generator will help ensure information assurance, and promote Student Affairs goal of service availability.

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 addition of a backup generator will help ensure communication lines and information is available to departments serving students, especially during power outages and unforeseen circumstances. Two main factors motivated the request: 1. With the continued consolidation and growing importance of information resources to the division, the Department of IT recognizes that information assurance and service availability are key to the division providing outstanding service to students. 2. System internal audit noted the need for a backup generation system for the consolidated server room and requires a solution.

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

The Department of IT currently receives Student Service Fee and Computer Access Fee monies to support its operation. The purchase of a generator cannot be funded with CAF because the project does not conform to the acceptable use of CAF funds. As a consequence, DoIT will be partially funding this project through the use of departmental reserves. DoIT has also elected to not charge back students, student groups, or departments for this project.

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

System uptime is the main measure of the service availability and is assessed internally by the Department of IT. Annual surveys of Department of IT customers provide a secondary measure of service availability from the customer standpoint as well as help provide the level of importance service availability is to customers.

Funding Description:

Dollar Amount	
Total Estimated Cost	
Acquisition of a 125 KW Diesel Generator	\$30,000.00
Installation, building preparations, labor and other materials	\$15,000.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	-\$15,000.00
TOTAL SSFAB INCREASE REQUEST	\$30,000.00

SSFAB Comments/Notes:

STUDENT | SERVICE | FEE | ADVISORY | BOARD