



Funding Request Form FY2022

Department should complete one form for each individual request

Department:

Student Life Studies

Program, Service or Operation Requested:

Telephone system upgrade \$2,500

General Description:

The Division of Information Technology is expecting that all departments are upgrading their phone systems in the next two years. Based on current cost estimates for set up/service fees and the physical phones, the cost will be about \$2500.

Request Type:

- Full Increase One-Time Partial/Matching

Type of Funds Requested:

- UAF Other

General Questions

How does this address an important need and/or positively impact students?

We do use our phone systems to communicate with our clients.

What department/Division strategic plan item does this support?

While this does not support a strategic plan goal, our phones are necessary to communicate with our clients in offering quality services.

Please provide data, evidence, and/or input (student faculty, staff, other) you gathered to help you determine the need for additional resources.

The Division of IT has indicated that they are wanting phone system upgrades in the next two years for all campus departments who do not have the up to date phone systems. Each staff office has a phone, in addition to one in the main area (where student employees work) and one in the conference room across the hall. We also have a fax line with our copy machine.

What actions have you implemented or discontinued internally to address the identified need?

None. We will consider removing the phone in our conference room to save a small portion of the cost when the change occurs.

If funding is granted, what metrics will you use to evaluate success of this program/service/operation?

We will continue to monitor phone usage and other communication technologies.

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

None.

Total Estimated Cost

Funding Description	Amount
8-9 phones (including fax line) plus Frontier and Centrex/Telecom set up fees	2,500
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
TOTAL INCREASE REQUESTED	\$2,500