Student Technology Fee
Funding Request Form
Surplus Funds for Fiscal Year 2006-07
Northwestern State University of Louisiana

This document will not be accepted without complete information, detailed budget, specifications of each piece of equipment and pricing.

Prepared by: Student Technology Advisory Team
For: Student Technology Labs
College: ____________________ Campus: Natch Department: Student Tech

Where will requested equipment be located/installed/housed: Bldg. Watson Room 113

Are property policies and procedures in place by the department for equipment requested. Yes

Delivery to the Student Technology office located in Watson Library, Room 113. Date ____________

1. Describe target audience.

All students enrolled at NSU.

2. Describe project/initiative for which you are requesting funds.

To purchase and install software in the Watson Library lab for student use.

3. State measurable objectives that will be used to determine the impact/effectiveness of the project.

We will see the impact the effectiveness of the purchase by usage of the software on improvement of grades.

4. Indicate how each project objective will be evaluated.

This proposal will be evaluated by usage by students.
5. Provide a justification for funding of the project. Estimate the number of students that will be served per academic year and in what ways. Please indicate also any unique needs of the target group.

To provide students with software needed in classroom settings, coursework and research.

6. If funded, which NSTEP (http://www.nsula.edu/nstep/NSTEP.pdf) objective will this funding of this project advance. How will funding of the project advance the University and College / unit technology plan?

Objectives:
1. to improve access to technology
2. to upgrade student technology labs
3. to encourage innovation and research

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

Student Technology will install all software.
8. Describe any personnel (technical or otherwise) required to support the project/initiative.

None. Other personnel will be needed for this proposal.

9. Provide a schedule for implementation and evaluation.

May, purchase
June, install
July, August - begin to use by students

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

Software has a life span of 5-10 years
if upgrades.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Tech Fee grant.

Installed on workstation housed in Watson Library Lab.
12. Attach a detailed budget, including: specs., description, cost, state contract number, and vendor for each item; cost of outside support personnel; and a description of how the proposal will support University/College/unit resources (i.e., cash match, funds from other sources, or reallocation of existing hardware/software or other equipment.

13. Attach a letter of support for the project signed by the requesting unit’s Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests).
Thanks for choosing SHI!

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Shipping $0.00
Total $23,535.00

Additional Comments

SHI certifies quoted prices do not exceed manufacturer's published list price.

Thanks for choosing SHI!

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   - Type of Credit Card, Name on Credit Card, Exp. Date
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