



BUDGET FUNDING REQUEST
FOR FY 2020
July 1, 2019 – June 30, 2020

Requests for funding should be made during the planning phase of the Budget Cycle for the following fiscal year. For example October–December 2018 for the year beginning July 1, 2019.

Date: _____

School/Division: _____

REQUEST TYPE / AMOUNT

Please attach supporting documentation / information

LABOR RELATED

Permanent: _____ Temporary: _____ Length: _____

Full Time Salary: _____ Full Time Benefits @ 39%: _____

Part Time Salary: _____ Part Time Benefits @ 7.65% _____

Index: _____ Fund _____ Org _____ Account _____ Program _____

(Also complete the corresponding Faculty/Staff Requisition)

OTHER EXPENSE

Recurring: _____ One-Year Allocation: _____

Amount: _____

Index: _____ Fund _____ Org _____ Account _____ Program _____

ONE-TIME CAPITAL PURCHASE

Amount: _____

Index: _____ Fund _____ Org _____ Account _____ Program _____

TOTAL AMOUNT REQUESTED _____

Requestor _____ Date _____

(Provost or Vice President) _____ Date _____

Vice President Business Affairs _____ Date _____

This Section for Office of Decision Support and Financial Strategy

