

NMHU Strategic Planning Budget Request Template for FY 2019

Date Due:

October 6, 2017

Department Name: <i>Biology</i>				FOAPAL 11000-11610-7151-100				
Main Contact Name: <i>Maureen Romine</i>		Email: romine_m@nmhu.edu		DATE 1/17/2018				
Personnel (Labor) Expenses (New, Modification, etc.)	Request(s)	Dept. Priority	Strategic Goal(s)	Unit Goal(s)	One-time / Recurring	Annual Review	Outcome	JUSTIFICATION / COMMENTS / NARRATIVE
	\$ -							
	\$ -							
	\$ -							
	\$ -							
Subtotal for Personnel Requests	\$ -							
Subtotal for Fringe Benefits*	\$ -	<i>*Fringe Benefits will be calculated at 35%</i>						
Subtotal: Personnel Expenses	\$ -							

General and Administrative (G&A) Expenses (New, Modifications, etc)	Request(s)							
Professional Services	\$ -							
Supplies	\$ -							
Equipment	\$ -							
Office Improvements	\$ -							
Travel	\$5,000	1	1,2	1-4;2-1	recurring	Met	Increase in HIPS and retention of students	See attached
Professional Services Development	\$ -							
Other								
Other	\$ -							
Subtotal: G&A Expenses	\$ 5,000.00							
Total	\$ 5,000.00							