

## SAC RESOURCE ALLOCATION REQUEST FORM FY 2024/25

Unit	Fiscal Year	Request Type	Item Description	Facilities Improvement Request?	Has this request been submitted to other funding sources?	Is this an annual on-going expense?	Estimated Cost	ITEM FUNDED? YES/NO	GL Account will be added during the funding period	Funded Amount
President's Office - College Advancement / Foundation & Scholarship	2024 - 2025	Personnel (Non-Instructional)	19 Hour Development Coordinator	No	No	Yes	24,000	No		
President's Office - College Advancement / Foundation & Scholarship	2024 - 2025	Contracted Services (Non-Instructional)	Operational Supplies and Operational Costs for a Student Services Component to Advancement: Scholarship Program	No	No	Yes	18,000	No		
President's Office - Public Information Office	2024 - 2025	Personnel (Non-Instructional)	Communication Specialist (New Position)	No	No	Yes	133,401	Yes	Funded ST employee for FY24.25	30,000
President's Office - Public Information Office	2024 - 2025	Personnel (Leadership)	Director of Marketing and Communication (Upgrade)	No	No	Yes	20,587	No		
President's Office - Public Information Office	2024 - 2025	Marketing & Application Development	Marketing and Advertising Plan for 2024-2025	No	No	Yes	650,000	Yes	Multiple Accounts Combination of R&E and GF \$'s	650,000
President's Office - Public Information Office	2024 - 2025	Personnel (Non-Instructional)	Marketing Facilitator (Continue Funding for Carrie Cornwall)	No	No	Yes	70,894	Yes	Partially funded/ per approved LHE	
President's Office - Public Information Office	2024 - 2025	Equipment (Non-Instructional) > \$1,000 per item	Multimedia Equipment for Digital Media Team	No	No	Yes	7,671	Yes	R&E \$'s	15,000
President's Office - Public Information Office	2024 - 2025	Software/Licenses/Fees (Non-Instructional)	Regroup Yearly Fee	No	No	Yes	30,000	Yes	Funded under Research Dept. 13-0001-649000-11600-5950	30,000
President's Office - Research	2024 - 2025	Personnel (Non-Instructional)	Add research analyst.	No	No	Yes	150,000	Yes	Equity Funded 12-2549-649000-11600-2130	150,000
President's Office - Research	2024 - 2025	Equipment (Non-Instructional) > \$1,000 per item	Computer for new analyst if funded	No	No	No	1,500	Yes	13-0001-679000-11600-6410	1,500
President's Office - Research	2024 - 2025	Equipment (Non-Instructional) > \$1,000 per item	Computer for remote access for Associate Dean	No	No	No	1,500	Yes	13-0001-679000-11600-6410	1,500

President's Office - Research	2024 - 2025	Conferences	Conference Budget	No	No	Yes	10,000		Yes	13-0001-675000-11600-5210	10,000
President's Office - Student Information Support	2024 - 2025	Personnel (Non-Instructional)	Administrative Clerk (PT)	No	No	Yes	30,649		No		
President's Office - Student Information Support	2024 - 2025	Personnel (Non-Instructional)	Information System Specialist	No	No	Yes	94,021		No		

Requested Totals **1,242,223**

Approved Totals **888,000**