

IMMEDIATE NEED REQUEST 2015

*Approved in
Cabinet
2/17/15*

Bill Snuggs



REQUESTING: K.C. Kranz Wellness Center		
Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:	Wellness Center	<i>[Signature]</i>
Division:	Kinesiology	<i>[Signature]</i>
Vice President:	Instruction and Administrative Services	<i>[Signature]</i>

Budget Request(s)		Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)			Amount	One-time	Ongoing	Approved
1.	Funding for staff in Wellness Center for Spring 2015 Employee Wellness Program	Funding is needed for staff hours in the Wellness Center in order to give employees access for Baseline Fitness Assessments, program design,group exercise classes and lap swimming in support of the Employee Wellness Program. The Spring program will run for 16 weeks from the period of February 23, 2015 - June 12, 2015	\$6,199.08	X		
	Account Number(s):	119000-365000-232000-083600				
2.						
	Account Number(s):					
3.						
	Account Number(s):					

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.