

AUG 23 '17 PM 12:07

IMMEDIATE NEED REQUEST

2017-18

Approved
in Cabinet
8/28/17

[Signature]

MT. SAC
Mt. San Antonio College

REQUESTING: (Unit, Department, Division or Vice President)

Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:	Athletics	
Division:	Kinesiology, Athletics & Dance	<i>[Signature]</i>
Vice President:	Dr. Irene Malmgren	<i>[Signature]</i>

Budget Request(s)		Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)		An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1.	Funds to augment staff budgets for football team off campus during stadium construction	With the construction in the stadium and the football team being housed at Covina District Field off campus, the athletics staff working with the team has essentially, 11 away games. We are requesting an augmentation to our hourly accounts to offset these staff demands for this upcoming season.	\$4,500.00	X		
	Account Number(s):	11000-364000-232000-083550				
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.