



## EMERGENCY FUNDING REQUEST

<b>Requested by</b> <i>(Name of Unit, Department, Division, or Vice President)</i>		Lizette Henderson	<b>Fiscal Year</b>	24-25
<b>Reviewed by</b>		<b>Signature</b>		
<b>Department or Unit</b>	POD		<b>Date to Cabinet</b>	
<b>Division</b>	Human Resources			
<b>Vice President</b>	Sokha Song		<b>Outcome</b>	

Budget Request(s)		Justification for Request(s)	Funding	
(List in Priority Order)		An "Emergency Funding Request" is a shortfall in funding that, unless funded immediately, could cause a program or activity to cease to function.	Amount Requested**	Amount Approved
1.	<b>Webinar Zoom License</b>	The Academic Senate (AS) intends to hold the 2025 spring FLEX online rather than in person. To do so, the AS will need to purchase a Zoom webinar license to support the number of sessions and attendees - our current Zoom license cannot support this event. Additionally, the AS does not have the funding needed to purchase the webinar license from the CCCC's office, which is \$3,060.	\$ 3,060.00	
	<b>Account Number(s):</b>	11000 325000 584000 675000		
2.				
	<b>Account Number(s):</b>			
3.				
	<b>Account Number(s):</b>			

**\*\* 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.**