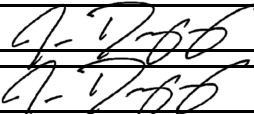


## EMERGENCY FUNDING REQUEST

2025-26



<b>Requested by: (Unit, Department, Division or Vice President)</b>		Administrative Services	<b>Date to VP: March 27, 2026</b>
<b>Location</b>	<b>(Fill-in)</b>	<b>Reviewed By (Signature):</b>	
<b>Department or Unit:</b>	-	-	<b>Date to Cabinet: March 30, 2026</b>
<b>Division:</b>	Administrative Services		
<b>Vice President:</b>	Joe Dominguez		

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 to cease to function.	Amount Requested**	Amount Approved
1. Legal Services for Administrative Services	<p>Administrative Services is requesting emergency funding to support legal services for urgent operational, compliance, and investigative matters. The division oversees processes and functions related to procurement, contracts, facilities, risk management, public records, and administrative investigations, all of which regularly necessitate legal review and carry potential institutional risk.</p> <p>While some legal costs associated with Facilities Planning and Management may be funded through bond proceeds when directly tied to capital projects, most legal needs within Administrative Services are <u>not</u> bond-eligible, creating a funding gap as the division does not currently have a dedicated legal budget.</p> <p>Because these matters are often unplanned and time-sensitive, the lack of available funding limits the division's ability to obtain timely legal guidance and increases the College's exposure to compliance issues, liability, and higher downstream costs. Emergency funding is necessary so that Administrative Services can protect the College's operational and financial interests.</p> <p>NOTE: Administrative Services has submitted a \$50,000 New Resource Allocation (NRA) request in for 2026-27 Phase 17.</p>	\$ 50,000.00	
<b>Account Number(s):</b>			