

IMMEDIATE NEED REQUEST

2015 - 2016

Requested by: (Unit, Department, Division or Vice President)		M. Pawlak, Farm Supervisor	
Location	(Fill-in)	Reviewed By (Signature):	
Department or Unit:	Agriculture	Date to VP:	
Division:	Natural Science	Date to Cabinet:	
Vice President:		Outcome:	

Budget Request(s) (List in Priority Order)	Justification for Request(s)	Funds Requested **			Funding Approved
		Amount	One-time	Ongoing	
1.	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function. Provision of 2017 funding for additional livestock feed (hay) for fiscal year 2017 due to the lack of accessible grazing areas and reduction in irrigated pastures due to water shortages. Additional hay is necessary to sustain the current livestock used / required in agriculture labs and work experience programs at Mt SAC.	55,000.00		55000	
	Account Number(s): 34000-314610-898001-693000				
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.