



**Instructionally Related Activities Funds (IRA)**  
**\_\_\_\_\_ Academic Year**

**Budget Request & Program Set-Up**

**Date:** TBD  
**To:** Budget Office  
**From:**  
**Subject:**

IRA Approved Campus contact:  
 Ext.:  
 Faculty Support Coordinator:  
 Ext.:

Program Set-Up	
Name of Program (limit to <b>30 characters</b> )	

IRA Funding Source				
Account	Fund	Dept	Program	Monetary Amount
660003	TK910			

Fiscal Year for Budgeting and Spending:	
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\*\*\* Program codes will become inactive at the end of the Budgeted/Spending Fiscal Year \*\*\*

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**IRA Committee Representative** **Date**

\_\_\_\_\_  
**Budget Department** **Date**

Attached: Applications for Approval Signed by University President

**Budget Office Use**

<b>Program Set-Up:</b>		<b>PS Finance Chartfield</b>		<b>Notification</b>		<b>Hyperion Set-Up</b>
<b>Budget Set-Up:</b>		<b>Budget Journal Entry</b>		<b>Journal Entry #</b>		<b>Completed Date</b>