

Materials, Services, Facilities and Technology Fee Fiscal Year 2018-2019 Budget Request Form

DUE: Friday, January 19, 2018

If you have questions about this form, please contact Gina Matibag at (805) 437-3320
For additional information please consult the MSFT web page

▼ Application

Project or Activity Title

Central Mall Enhancements - Increase Outdoor Seating

Requestor

Elizabeth Rubalcava

Requestor Phone Number

8054378416

Requestor Email

Elizabeth.Rubalcava@csuci.edu

Amount of MSFT Funding Requested

25000.00

Date Funding Needed by

August

Are you a member of the Division of Student Affairs?

- ☒ No
☐ Yes

Please select your AVP/Dean

Ipach, Nichole - Vice President for University Advancement

Will you receive funds from any other source(s)?

- ☐ No
☒ Yes

Please detail amount requesting from other source(s) as well as your total request for fiscal year 2018 - 2019 (including request from MSFT)

CSUCI Foundation funds for Central Mall, Courtyard Restoration and Leave Your Mark program may be utilized to supplement this project.

Has this project or activity previously received MSFT funding?

- ☐ No
☒ Yes

Please list the 4-digit MSFT sequence and Title

<https://www.csuci.edu/msft/14-15/14-15-outdoor-seating.pdf>

Please attach a copy of report

[MSFT 14-15-outdoor-seating.pdf](#)

[MSFT 16-17 Outdoor Furniture.pdf](#)

Please describe how the use of MSFT funds for this project or activity will benefit the CI student body.

Please provide the following in your application. You may attach additional files as needed (applicants may be requested to meet with the committee to discuss proposals)

1. Brief Project Description

Describe the project and its benefits to the educational or co-curricular experience of students at CI. Please provide specific information about how MSFT funds will be used and their impact on the campus. Please describe how this project benefits CI students? Please describe items and provide justification if your request includes the purchase of computers, equipment, furniture or other materials. Please provide a timeline for implementation of the proposed project. If physical improvements are requested please describe need, scope and impact of work to be completed. If the project includes provision of services please indicate the type of service, personnel costs and level or quantity of service to be provided with project funds.

2. Project/Activity Budget

Please enclose a complete detailed budget of the entire project. Indicate specific items of requested MSFT funding including (where applicable) a schedule and priority of project items to be considered if the project is funded at a reduced level. Were other, less costly, approaches considered when preparing the budget for the project? Are there elements that could be eliminated or deferred if funding is not available for the entire project?

3. Project Assessment

Describe how the effectiveness of the project will be assessed and measures that will be used to determine if it has attained its objectives. Please note a report will be due at the end of the semester (or fiscal year for annual projects). If funded, how will the project acknowledge the use of student funds so that students are aware that their student fees made (or helped to make) it possible? If appropriate, indicate how the project or activity promotes sustainability at CI.

4. Sources of Project Support

Please list the other sources of funding, and additional support for the activity. If this project or activity has been conducted previously please indicate how it was funded. Please explain if MSFT is the only source of support for the project.

Brief Project Description

The Central Mall Renovation Project's initial phase was completed in 2013 but little has been done since then to improve outdoor study and gathering space for students since the construction of the Fountain Plaza and the installation of teak benches. Attached are two previously approved requests for outdoor seating and furniture, both of which were used for this purpose, but there remains a strong demand for more information study and meeting space particularly in shaded areas. Students continue to request more outdoor study space that provides shade for them to comfortably sit for extended periods. In addition to teak benches, movable patio furniture and umbrellas will provide group meeting space where students and faculty can work and study collaboratively. Currently, this is lacking in the Central Mall area and the spaces adjacent to it, especially near Sierra Hall between University Hall and Madera Hall.

Brief Project Description Additional Documents

[Central Mall Renovation Project.docx](#)

Project/Activity Budget

Estimated budget includes allowances for price increases (based on proposals from previous years):

Item	Qty	Unit cost	Total
Teak Benches	10	1,200	\$12,000
Table / 4 chair set	4	3,000	\$12,000
Signage for furniture	Multi	-	\$1,000

			\$19,778

Project/Activity Budget Additional Documents

Project Assessment

Based on feedback from students serving on the Strategic Planning Capacity and Sustainability Committee, there is a continued need for more outdoor study space, particularly seating where shade is provided with the furniture or seating is placed in shaded areas. In addition, movable outdoor furniture is ideal for group collaboration and student/campus event activities. Success of the project will be assessed based on the use of the furniture once it is installed. Benches are made with sustainably produced teak. Tables and chairs are metal which has a long life and is recyclable.

Project Assessment Additional Documents

Sources of Project Support

Outdoor seating can be included in the budgets for new construction projects or provided through private donations. At this time there appears to be little if any available in general fund to purchase and install outdoor seating for student use. MSFT funds provide an important source of additional outdoor study and meeting spaces for students.

Sources of Project Support Additional Documents

Fiscal Management:

Project sponsor's unit or department may be responsible for incurred over and above what is funded through the MSFT. If support is requested for costs beyond initial award, or for use on activities or materials not included in approved proposals, the project sponsor must seek approval from the MSFT committee. The project sponsor will be responsible for managing purchases and transfers of funds related to approved projects.

Please review MSFT web page for information about the fund and its objectives before submitting your application.

 Elizabeth Rubalcava Jan 20 2018

▼ AVP/Dean Review

☒ I approve of this MSFT Fee Application

