

Materials, Services, Facilities and Technology Fee Fiscal Year 2019-2020 Budget Request Form

DUE: Friday, January 25th, 2019

If you have questions about this form, please contact David Daniels at david.daniels@csuci.edu
For additional information please consult the MSFT web page

▼ Application

Project or Activity Title

Student Media Equipment- Broome Library

Requestor

Debra Hoffmann

Requestor Phone Number

8054372701

Requestor Email

debra.hoffmann@csuci.edu

Staff Support Member for Activity

Debi Hoffmann

Staff Support Member Email

debra.hoffmann@csuci.edu

Amount of MSFT Funding Requested

25500.00

Date Funding Needed By

7/1/2019

Are you a member of the Division of Student Affairs?

- No
 Yes

Please select your AVP/Dean

Stratton, Steve - Interim Dean of the Library

Require_DSA_AVP_Review

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

- No
 Yes

Has this project or activity previously received MSFT funding?

- No
 Yes

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

Library media equipment is used extensively by students for projects and course work, and directly contributes to student success in these areas. In support of the University's mission, access to this equipment addresses issues of equity at CI, as this is often the only opportunity students have to use with this type of equipment.

*GoPro HERO7 Cameras --These cameras were first purchased 4 yrs ago- at present, the Library has two functioning GoPro cameras for students to check out. During 2017-18, these cameras were checked out by students 196 times.

*Ricoh Theta V 360 Degree Spherical Panorama Cameras--These cameras have virtual reality functionality and can be used for "Google street view"-like images. Students checked out these cameras 79 times during 2017-18.

*Fish-Eye Lenses-- Students have requested that the Library circulate lenses with a wider angle of view.

Brief Project Description Additional Documents

Project/Activity Budget

(Please see attached budget)

Project/Activity Budget Additional Documents

Project Assessment

Student usage statistics

Project Assessment Additional Documents

Sources of Project Support

MSFT is the only support for this request.

Sources of Project Support Additional Documents

Accounting String to Fund Any Overage Above MSFT Award

619902-GD901-840

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, transfers of funds, and all transactions related to approved projects

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

 Debra Hoffmann Jan 24 2019

▼ AVP/Dean Review

- I recommend approval of the MSFT Funds Request described on this page
- I DO NOT recommend approval of the MSFT Funds Request described on this page

Comments

 Stephen Stratton Mar 5 2019

**Broome Library- Student Media MSFT Budget Request
January 2019**

TOTAL REQUEST: \$25,500

(15) GoPro HERO7 Cameras (Black) @\$440 each

(15) Froggi Extreme Sport Kit bags @\$50 each

(15) 32GB Memory Cards @\$40 each

\$8000

These cameras were first purchased 4 yrs ago- at present, the Library has two functioning GoPro cameras for students to check out. During 2017-18, these cameras were checked out by students 196 times.

(20) Ricoh Theta V 360 Degree Spherical Panorama Cameras @\$430 + tax

\$9,000

These cameras have virtual reality functionality and can be used for “Google street view”-like images. Students checked out these cameras 79 times during 2017-18.

(4) Camera Lens 500mm Fish-Eye @\$ 1246.95 each

(4) Camera Lens 200mm Fish-Eye @796.95 \$8175 each + tax

\$8,500

Students have requested that the Library circulate lenses with a wider angle of view.