

Resource Request from Plan Review, 2012-2013

Complete a resource request form for each item or group of related items needed to meet the goals of the plan.

Type of Resource Request:

☐ Facilities/Maint. ☐ Classroom Upgrades ☐ New space ☐ Conference/Travel
☐ Instructional Equip. ☐ Non-Instructional Equip ☐ Training ☐ Other
☐ Computer/Hdware ☐ Software/Licenses ☐ Supplies

Mandatory: Is this request for one-time funding? ☐ OR Does this request require ongoing funding? ☐

If this is a repeat request, please list the Resource ID code or year requested: _____

Mark if the following apply to this request: ☐ Health & Safety Issue ☐ Legal Mandate
☐ Accreditation Requirement ☐ Contractual Requirement

1. Plan Name:

2. Describe the resource request.

3. Identify the plan goals, strategies, or action items that this resource request addresses.

4. Identify any Educational Master Plan (EMP) goals that this resource request addresses.

5. Identify any Institutional Learning Outcomes (ILOs), Program Learning Outcomes (PLOs), or course-level Student Learning Outcomes (SLOs) that this resource request addresses. Will the request lead to improved ILOs, PLOs, or SLOs?

6. What measures of student achievement will filling this resource request improve? Will the request lead to improved achievement in areas such as transfer rate, job placement rate, basic skills completion rate, etc.?

7. Are there any other factors or criteria to support the need for this resource request?

8. What resources are needed to fill this request?

Type of Resource	Amount Requested	Description/ Details	Justification
Personnel			
Facilities			
Equipment			
Supplies			
Software			
Training			
Other			
Total			