Faculty and Instructor Computing Request Form

Purpose: To request funding for an individual-use computing hardware from GES general funds. This includes tablets and other non-PC computing hardware.

Eligibility: Tenure Track Faculty and Instructors are eligible 3 years from their most recent computer upgrade funded by GES.

Note: The GES Budget Committee will review and make recommendations for funding allocation to the Chair based on availability of funds. Submit to clippitt@unm.edu with the subject line “Computing Request Form” or place a hard copy in Chris Lippitt’s GES mailbox.

Name________________________________________________________ Date________________

Position Title________________________________________________________________________________

Date of most recent GES funded personal computer upgrade: __________________

Request Details:
Model (attach detailed quote):_________________________ Cost ($):______________

Accessories/peripherals (attach detailed quotes):  
1._________________________________________ Cost($):______________
2._________________________________________ Cost($):______________
3._________________________________________ Cost($):______________
4._________________________________________ Cost($):______________

Total Estimated Cost ($):__________________________

Total Requested GES General Funds ($):__________________________

Budget Justification:
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________