

# Student Service Fee Budget Proposal

Budget Request FY26

This information will be reviewed by the Student Service Fee Committee. You may be contacted for additional information regarding your budget proposal between March 5th and April 4th.

Completed and signed forms should be returned by March 5, 2025 to [stulife@sulross.edu](mailto:stulife@sulross.edu)

Student Service Fee revenue available for allocation to your department for FY26 is based on projected enrollment for 2026 and is expected to be lower than FY25 revenue figure. Therefore, please do not submit requests which include funds in excess of your department approval FY25 based budget allocation.

Department: \_\_\_\_\_

Account: \_\_\_\_\_ Account Manager Signature: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

1. Explain the role your program or service plays in a student's college experience.

- a. The number of students actively participating in or using your program or service?

- b. The number of students or groups participating that indirectly derive benefit from your program or service?

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2. Does this program receive any additional revenue through gifts or fund-raising efforts?

3. Briefly, what recent program/services have been successful? Which need work? Explain.

4. Please list actions taken to reduce expenses and how it has impacted your programs.

5. How will you provide your services or develop your program if you DO NOT receive funds from Student Service Fees?

6. If you are requesting funds for continuing or new student employee positions, indicate why those positions are necessary.

7. Additional comments, special considerations, etc.