



State University of New York

JUN 8 1989

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Memorandum to Presidents

Date: June 2, 1989

Vol. 89 No. 9

From: Office of Community Colleges

Subject: 1989-90 Special Equipment Fund

To: Presidents, Community Colleges

The 1989-90 budget contains an appropriation of \$600,000 to be distributed among the 30 SUNY community colleges for instructional equipment acquisition. This funding program requires that each community college provide a matching share to the State's allocation.

Using the same criteria as in previous years, campus appropriations will range from \$9,141 to \$46,492 for the 1989-90 college year. This approach has proven to be a fair method for the vast majority of colleges.

The purpose of this program is to help meet campus equipment needs consistent with the educational mission of the college, including the occupational and career programs. The following sources of matching funds are allowable:

- (1) Non-college gifts, grants, etc.;
- (2) Sponsor's special appropriation;
- (3) Capital chargeback funds (provided that the equipment to be purchased meets the criteria specified in Section 603.7(b) of the Code);
- (4) In-kind contribution from non-sponsor source (value of computed costs must be shown and justified).

Application Procedure.

Please complete the enclosed Special Equipment Fund Application.

NOTES: (1) Item 3 - Equipment to be Purchased - in the space provided list the type of equipment along with the unit price of items to be purchased. This does not have to be listed in minute

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detail; the purpose of this section is merely to indicate the equipment type and purchase price. (2) Item 4 - Matching Funds - list the source(s) with amounts for the matching funds (line 4 must equal the amount in Item 2). The campus allocation plus matching funds must equal the total amount in Item 3. (3) If you cannot provide sufficient matching funds to expend your total allocation (line 2); you may spend any amount for which matching funds are available up to your total allocation; any remaining balance may be held for use later in the year. Funds not spent by June 30, 1990 will be subject to reallocation.

Please submit the completed form to me.



Thomas S. Kubala

Attachment

Copies for information to:

Presidents, State-operated Campuses
Deans, Statutory Colleges
President Coll
Vice President Nesheim

**1989-90 Community College
Special Equipment Fund Application**

- 1) Campus:

- 2) Amount of Allocation:

- 3) Equipment to be Purchased:

TOTAL \$ _____

- 4) Matching Funds:
(The sum of Item 2 and Item 4 must equal the total in Item 3)

TOTAL \$ _____

- 5) I certify that the equipment noted above is to be used for educational programs consistent with the educational mission of this college and that the sponsor's contribution to the college for the 1989-90 college fiscal year equals or exceeds the sponsor's contribution for 1988-89.

(Signature)