

Southside Virginia Community College

EXHIBIT #28

Campus: Chr ____ JHD ____
 Collegewide ____
 Budget Request for 2007/2008

Department Name:

FRS Account Number
 Requestor's Signature:
 Supervisor's Signature:

Instructions: Provide appropriate justification for any request greater than \$500, or for any additional **wage or new position** requests.. Round \$ amounts to the nearest \$100.00. **MAKE SURE YOU HAVE SUPERVISOR'S SIGNATURE BEFORE THE REQUESTS ARE SENT TO THE VICE-PRESIDENT OF FINANCE.**

College Department	Item Description	Master Plan Item (Yes or No)	Current Years Expenditures	Justification (if increase)	% Increase	Requested Amount	Approved Amount
Equipment: (By item in priority order: Attach sheet if necessary)							
Equipment Maintenance (List for what equipment)							
Supplies (Total dollars)							
Wages (Itemized number of months and rate)							
Travel							
Contractual Services (Itemize)							
Special Requests (One time expenditures)							
TOTAL			0			0	