



Imperial Valley College

Program Review

Org: 913, Description: Commencement						
Acct Description	Fund Description	Actual (09-10)	Budgeted (09-10)	Requesting	Justification	Prio
4401 Non-Instructional Supply / Mat	11501 Lottery Unrestricted	\$6,500.00	\$6,500.00	\$6,500.00	Cost of Cap & Gown	10
4455 Copying/Printing	11001 Unrestricted - General	\$0.00	\$0.00	\$0.00	Printing of Programs & Letters, etc.	10
4460 Office Supplies	11001 Unrestricted - General	\$24.18	\$347.00	\$24.00	Diploma Covers & Honor Cords, etc.	10
5860 Postage	11001 Unrestricted - General	\$0.00	\$200.00	\$0.00	Operational Expense	10
Totals:		\$6,524.18	\$7,047.00	\$6,524.00		

Actual Grand Total: \$6,524.18
Budgeted Grand Total: \$7,047.00
Requesting Grand Total: \$6,524.00



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Routine Operational Cost Resource Requests

ROUTINE OPERATIONAL COST NEEDS for ORG 913 - Commencement AND PROGRAM 6960 - Student and Co-curricular Services:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	Instructional Supply	\$1	200	1	Yes	No	4320	\$200
2	3	Develop Resources and Increase College Ef	4455 Copying/Printing	\$1,000	1	1	No	Yes	Printing	\$1,000
3	3	Develop Resources and Increase College Ef	5860 Postage	\$200	1	1	Yes	No	Postage	\$200
4	3	Develop Resources and Increase College Ef	Instructional Supply	\$1	1876	1	Yes	No	4320	\$1,876
									Totals:	\$3,276
Long Justifications:										
1 Increase in cost for Faculty Cap & Gowns Rentals										
2 Minimum amount needed for printing of Commencement Programs & Letter.										
3 Amount is needed for the mailing notifications to prospected graduating students.										
4 Amount is needed for diploma covers & honor cords for graduating students.										

Grand Total: \$3,276