Minnesota State University, Mankato
Divisional Investment Base Funding Planning Form

Division: ________________________________
Date: __________________

1. Which Strategic Goal does this funding request support? See link for Strategic Priority definitions. [http://www.mnsu.edu/strategicplan/](http://www.mnsu.edu/strategicplan/)

   Strategic Priority

   ___________________________________________________________________________________

2. Provide a brief description of your divisional base need and rationale:

   Need:

   ___________________________________________________________________________________
   ___________________________________________________________________________________
   ___________________________________________________________________________________

   Rationale:

   ___________________________________________________________________________________
   ___________________________________________________________________________________
   ___________________________________________________________________________________

   Inter-department partnerships and collaboration:

   ___________________________________________________________________________________
   ___________________________________________________________________________________

   National Assessment tools that support this request:

   ___________________________________________________________________________________

3. How will the funding request support the Strategic Priority of the University?

   a. ___________________________________________________________________________________

   b. ___________________________________________________________________________________

   c. ___________________________________________________________________________________
4. Describe measurable outcomes:
   a. 
   b. 
   c. 

5. Assessment Measures – Define what methods will be used to assess the effectiveness of the investment and the timing of the assessment
   a. 
   b. 
   c. 
   d. 

6. Budget Request:

   Please contact the Steve W. Smith at 389-5022 or steven.smith@mnsu.edu with any questions on budget projections. Be specific and remember to plan for fringe benefit costs in addition to salary.

   Salary
   Fringe (Estimate 30% of Salary for Unclassified Staff) ____________________________
   (Estimate 37% of Salary for Classified Staff) ____________________________

   Non Salary
   (Supplies, equipment, copies, phone, travel, etc. Describe: ____________________________
   ____________________________
   ____________________________

   Graduate Assistant
   (For full time GA, current rate is $9,000 per year) ____________________________
   Graduate Assistant Stipend
   (For full time GA, current rate is $6,400 per year) ____________________________

   TOTAL ____________________________

   Space needs (including office, furniture, equipment, etc.)
   ____________________________
   ____________________________

   Impact to other departments and/or divisions: ____________________________
   ____________________________