“Technology Fee” Proposal – Maintenance and Upkeep Agreement

Proposal name & description:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Individual items included:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Proposed by: ___________________________________________________________________

Department / Discipline to be responsible for maintenance and upkeep of purchased items from this proposal in the event it is funded (in part or whole) and its chief administrator:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

The chief administrator (or proxy thereof) of the Department / Discipline listed above must read and agree to the following:

I, the undersigned, understand the implications, benefits, and potential future costs of this project to my office / department / discipline. Any maintenance and/or upkeep for this proposed project for the foreseeable future are recognized as the responsibility of the office / department / discipline (or some unit thereof). (For student organization proposals, the Director of Student Activities, Conferences, and Special Events does not assume such direct responsibility by signing below, but rather confirms consultation with that office regarding the proposal in question).

Signature: ________________________________________ Date: ________________________

Name and title: _________________________________________________________________