Student Technology Fee
Funding Request Form
Lab Development Fiscal Year 2007-08
Northwestern State University of Louisiana

This document will not be accepted without complete information, detailed budget, specifications of each piece of equipment requested and pricing.

Prepared by: _____Juanita Darby_____   For: _____HP Printer_____

College: ___Math___   Campus: NSU Leeville/Fort Polk   Department: Leesville/FP

Where will requested equipment be located/installed/housed: Bldg.___550___ Rms __125__
Are property policies and procedures in place by the department for equipment requested. ___Yes___

Delivery to the Student Technology office located in Watson Library, Room 113. Date Aug. 23, 2007

1. Describe target audience.

Every student enrolled on the NSU Leesville/Fort Polk campus will benefit from the requested items. NSU Leesville/Fort Polk averages around 900 students during the Fall and the Spring semesters and about 400 during the Summer semester. Approximately 60-70% of the students are civilian, 20-30% are military family members, and 10% are active duty military. Classes are scheduled Monday – Friday during the day and Monday – Thursday evenings.

This would impact all the students enrolled in courses on the Leesville campus each year.
This would impact all the students living in the Leesville area who are enrolled in on-line classes and use this computer lab to complete there assignments, take quizzes and exams, and communicate with their instructors.

2. Describe project/initiative for which you are requesting funds.

To purchase a printer for the computer lab located in room 125 bldg. 550.

3. State measurable objectives that will be used to determine the impact/effectiveness of the project.

- To provide technology that will enable students to print out assignments and other necessary hardcopies for their academic work.

This would impact all the students enrolled in courses on the Leesville campus each year.
This would impact all the students living in the Leesville area who are enrolled in on-line classes and use this computer lab to complete there assignments, take quizzes and exams, and communicate with their instructors.

4. Indicate how each project objective will be evaluated.

Student sign-in sheets.

5. Provide a justification for funding of the project. Estimate the number of students that will be served per academic year and in what ways. Please indicate also any unique needs of the target group.

   - The printer in this lab has broken and needs to be replaced.

6. If funded, which NSTEP (http://www.nsula.edu/nstep/NSTEP.pdf) objective will this funding of this project advance. How will funding of the project advance the University and College / unit technology plan?

NSTEPS Objective 1. To improve access to technology by students, faculty, and staff at NSU.

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

Tommy Tilley, Senior User Support Specialist, will coordinate the installation and setup of the classrooms with the Office of Student Technology.

8. Describe any personnel (technical or otherwise) required to support the project/initiative.

Tommy Tilley, Senior User Support Specialist, and the Office of Student Technology will work together to support this equipment.

All rooms on the Leesville campus are wired for internet access so wiring is not necessary.

9. Provide a schedule for implementation and evaluation.

Equipment will be ordered in September and arrive by the end of October.
During the fall 2007, the equipment will be installed in the computer lab and tested.
Students will begin using the equipment after the installation in complete.

Evaluation will be done by surveys to students and instructors at the end of the semester.

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

    A printer has a life of 5 years.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through Student Tech Fee.

The Printer will be secured in the computer lab, room 125. The key will be controlled under the NSU Leesville/Fort Polk Key Control Policy.

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12. Attach a detailed budget, including: specs., description, cost, state contract number, and vendor for each item; cost of outside support personnel; and a description of how the proposal will support University/College/unit resources (i.e., cash match, funds from other sources, or reallocation of existing hardware/software or other equipment. **All of the information requested must be attached or the request will not be accepted**

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13. Attach a letter of support for the project signed by the requesting unit's Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests).

BUDGET

Item	Description	State Contract No. Vendor No.	Total Cost
1.	HP LaserJet 9050dn Printer	LA State Contract	$ 3506.00
2.	HP LaserJet Black Cartridge		262.00

see attached quote # 1389157 **404160-A63309**
Baton Rouge, LA 70816

	Total Cost	**$ 3768.00**

ONLINE PRICE QUOTATION

Quote Number: 1389157

Today's Date : 8/23/2007 10:39:38 AM

Created By: tommy@nsula.edu

Quote Name: HP 9050dn

Quote Created Date : 8/23/2007 10:38:58 AM

Contract: LA - STATE OF LOUISIANA (WSCAII) (404160-A63309)

Product availability and product discontinuation are subject to change without notice. The prices in this quotation are valid for 30 days from quote date above. Please include the quote number and contract from this quote on the corresponding purchase order.

items/description	part no	unit price	qty	ext price
HP LaserJet 9050dn printer HP LaserJet 9050dn printer	Base Q3723A#ABA	$3,506.00	1	$3,506.00
100-sheet multipurpose tray, two 500-sheet input trays; HP Jetdirect Fast Ethernet embedded print server, automatic two-sided printing unit, face-up output bin, power cord, print cartridge, documentation, printer software, control panel overlay	Included			
Up to 50 ppm	Included			
Up to 300,000 per month	Included			
3/4	Included			
Up to 1100/Up to 3100	Included			
Up to 600 (500 sheets face down, 100 sheets face up) / Up to 3600 (with optional 3000-sheet stacker or stapler/stacker), up to 2500 (with optional 8-bin mailbox), up to 1600 (with optional multifunction finisher)	Included			
Letter, legal, tabloid, executive, JPostD, envelopes (No. 10, C5, DL, Monarch, B5)	Included			
128 MB / 512 MB	Included			
Bidirectional IEEE 1284-B compliant parallel port, 2 open EIO slots, HP Jetdirect Fast Ethernet embedded print server	Included			
600 x 600 dpi [with HP FastRes 1200 and Resolution Enhancement technology (REt)]	Included			

Two 500-sheet input trays, 100-sheet multipurpose tray, automatic duplex unit, 600-sheet output bin (500 sheets face down, 100 sheets face up)	Included			
Options not included: 2000-sheet input tray; 3000-sheet stacker or 3000-sheet stapler/stacker or multifunction finisher (require 2000-sheet input tray); 8-bin mailbox (requires 2000-sheet input tray)	Included			
HP LaserJet black print cartridge (38K pages)	C8543X	$262.00	1	$262.00

SubTotal : $3,768.00

Total : $3,768.00

Estimated Lease Cost: $117.00

The terms and conditions of the LA - STATE OF LOUISIANA (WSCAII) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this quote was created, go to:
http://gem.compaq.com/gemstore/entry.asp?SiteID=1020

* The estimated lease cost is the monthly payment amount for a lease commencing on or before 9/22/2007 with a term of 36 months and a fair market value purchase option at the end of the lease term. This and other leasing and financing options are available through Hewlett-Packard Financial Service Company (HPFSC) or one of its affiliates to qualified education and state and local customers in the U.S. and subject to credit approval and execution of standard HPFSC documentation. Fees and other restrictions may apply. This is not a commitment to lease. Rates and payments are subject to change at any time without notice. Leasing and financing options for Federal governmental agencies (subject to a $50,000 minimum) are available from Hewlett-Packard Company. For more information, call Hewlett-Packard Financial Services Company at 1-888-277-5942 and talk to a financial services representative who specializes in supporting government and education entities.

* HP is not liable for pricing errors. If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently ship an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with return of the product. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

* Please contact HP Public Sector Sales with any questions or for additional information:

K12 Education:	800-888-3224	Higher Education:	877-480-4433
State Local Govt:	888-202-4682	Federal Govt:	800-727-5472

Fax: 800-825-2329   Returns: 800-888-3224

* For detailed warranty information, please go to www.hp.com/go/specificwarrantyinfo .
Sales taxes added where applicable. Freight is FOB Destination.

August 23, 2006

Student Technology Fee Grant
Special Initiative

Dear Selection Committee:

Please know that I fully support the Student Technology Fee grant Proposal
submitted by Ms. Juanita Darby to purchase a printer for the computer lab
located in room 125. Students need access to a printer to produce hardcopies
for assignments, testing, and research. This printer is desperately needed for the
students to have printing capabilities on the Leesville campus.

At a cost of approximately $ 4 per student per year, the cost effectiveness of the
proposal is certainly an attractive plus. Please consider this proposal positively.

Sincerely,

Larry E. Monk, E.Ed
Executive Director, NSU-Leesville/Fort Polk

intech

2011 MacArthur Drive
Alexandria, LA 71301

September 4, 2007

Mr. Tommy Tilley
Northwestern State University at Ft. Polk

Qty	Model	Description	Unit Price	Total Price
2	C8532A	Hewlett Packard Auto Duplex Unit For LaserJet 9050n	374.00	748.00

Hewlett Packard Brand State Contract # 404160 - A63309
Commodity Code 204-68-00847
Reseller ID No. 5716530001

State Contract- No Shipping Charges
Louisiana State Contract Price   748.00

Please have any resulting purchase orders made out to:

Hewlett Packard Corporation
Vendor No. 0000003970
P.O. Box 277205
Atlanta, GA 30384

Remit to address for purchase orders is:

Hewlett Packard Corporation
P.O. Box 277205
Atlanta, GA 30384-7205

Please have the purchase order mailed to:

Intech Education Sales
Attn: David Geal
2011 MacArthur Drive
Alexandria, LA 71301

or fax the purchase order to 318-445-8177, Attn: Jessica Rambin

Toll-Free: 866-936-6683
Direct: 318-448-0290 Ext 1153
Email: jrambin@intechonline.com

NORTHWESTERN
State University
A Member of the University of Louisiana System

NSU

3329 University Parkway
Leesville, Louisiana 71446

Leesville Campus

Telephone (337) 392-3100
FAX (337) 392-3183
e-mail: www.nsula.edu/leesville/

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