

Anna Kemper
AS Environmental and Sustainability Programs Director
VU 424



To: AS Board of Directors
Western Washington University
516 High St, Bellingham, WA 98225

Proposal: New computer to be funded in Environmental Center
(\$1347.10 + \$270.00 annually)

Sponsor: Anna Kemper (ESP Director)

Persons of contact: Anna Kemper, Greg McBride, Chris Miller

Date: 8/9/16

Dear Board of Directors,

I am writing this proposal to request the funding for one new computer to be added to the Environmental Center, VU 424. Currently, the Environmental Center houses the ESP Director, the Environmental Center Coordinator, the Outback Farm Coordinator, the Outback Farm Assistant Coordinator, the Forest Garden Coordinator, along with 1-2 work study and 2-4 interns at any given quarter.

The amount of people using the office has already put a strain on the three permanent computers and desks we already have, but this year the need increases. Thanks to a grant funded by the Sustainable Action Fund, three new coordinator positions will be added to the ESP during fall quarter. These positions will each be an additional 15 hours per week of use added to the already 5 salaried and up to 6 work study and intern positions already using the office.

As this is my second year as Environmental and Sustainability Programs Director, and as a Huxley student, I would not be asking for this additional computer- which will use resources and electricity- if I did not think the need was great. Greg McBride, the VU Building manager will provide an additional desk for the computer to be placed.

If funded, another computer jack will be needed in the Environmental Center. This has already been discussed with Greg McBride, who will provide the labor needed to make installing the computer possible.

The cost of the computer equipment plus tax (see attached document) is \$1347.10. I request that the board fund this from the Discretionary Reserves, plus an additional \$270 annually to FXXCRR to allow for the replacement of the new computer every five years. Please see attached document for a quote.

Thank you for your time and all you do,

Anna Kemper