

# Request for Unexpended Plant Fund Establishment

(For Land, Capitalizable Equipment, New Buildings >\$50,000 and Renovations >\$100,000)

Requested Fund Name: \_\_\_\_\_(limit 30 characters)

Responsible Department: \_\_\_\_\_

Department Head: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact e-mail Address: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Responsible Vice President: \_\_\_\_\_

Default Org Code/Org \_\_\_\_\_

Responsible Unit: Select one MSU MAFES MSUES

CVM FWRC

Total Estimated Budget:

\_\_\_\_\_

Describe in detail the purpose of this fund:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Identify sources of expected revenue and the anticipated date(s) of receipt:

\_\_\_\_\_

\_\_\_\_\_

Approved: Department Head \_\_\_\_\_ Date: \_\_\_\_\_

Approved: Dean/Director \_\_\_\_\_ Date: \_\_\_\_\_

Approved: Vice President \_\_\_\_\_ Date: \_\_\_\_\_

RPA Use Only:

Entered on Fund Table

Entered on VP Table



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REPORTING, PLANNING & ANALYSIS