

Information for PowerPoint Presentation:

Each Department Director/Program Head will submit **ONE** presentation that includes all of their orgs funded by Student Service fees.

SLIDE 1: The title slide should contain all org numbers funded through Student Service Fees, in numerical order

SLIDE 2: A current org chart for the department/program area must be placed here

SLIDES 3-7: These four-to-five slides should be completed for EACH org you have under your area, so copy this group as needed.

- Begin with first org, complete this series of slides (3-7)
- Move to the next org and repeat.

SLIDES 3 and 4: These are slides where you will give very succinct information about your dept/program under this org – basically an overview of your area highlights.

- You may include pictures, but please do not embed videos.
- Depending on the org, you may not need both slides 3 & 4, and may just use slide 3.
- Make sure you have a name and org number on slide 3.

SLIDE 5: This slide should give a brief outline of why this org should be funded. Please address all three points requested.

SLIDE 6: The committee will have the copies of your budget(s) submitted via the paperwork; this slide should contain information not obvious or easily understandable by viewing your budget, or if you are planning a significant change to your budget (adding or deleting a program, adding or deleting an FTE, redirecting or shifting funds, any new initiatives, etc.)

SLIDE 7: Please explain how your budget request will impact your current budget and make sure to address the two points on the slide. List any revenue sources outside the SSF, if applicable, and estimate revenue for each source.