REQUEST FOR ASSISTANCE FROM THE
SBCTC EMERGENCY RESERVE FUND (ERF)  

College: ____________________________
Date: ______________________________
Person Submitting: _________________

I. Description of the Problem

A. Brief summary of the problem (attach supporting material as desired)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

II. Impact of the Problem (definition of "emergency")

a. Program impact from loss or potential loss of facility use? Yes No
b. Risk or liability to public or campus users from the problem? Yes No
c. Loss or wasting of a facility? Yes No

For each Yes circled, attach a detailed written description of the impact or threat.

III. Will the requested ERF funds be used to

· Augment a non-emergency local capital project? Yes No
· Augment a state minor/major project? Yes No
· Augment a state repair/renovation project? Yes No
· Construct/repair a facility that could wait for the next legislative session? Yes No

IV. Description of the Proposed Solution

A. Brief narrative (attach supporting material as desired)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
**B. Proposed budget and schedule for the solution**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Design</td>
<td>$</td>
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<tr>
<td>MACC</td>
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<tr>
<td>Contingency ( %)</td>
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<tr>
<td>Sales tax</td>
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<tr>
<td>Equipment</td>
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<td>Extra A/E services</td>
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<tr>
<td>Miscellaneous</td>
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<tr>
<td><strong>Total budget</strong></td>
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**C. Proposed funding for the solution**

- 5% of RMI $          
- 50% of balance: from college funds
- 50% of balance: from ERF

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