Date: July 19, 2004

From: Derek Smith / Karen Furuya – Committee Co-Chairs

To Proposal Contact: Tim Bostelle
Proposal Title: Laptop Computers in Library
Proposal Control Number: 2004-004-B
Overseeing Department: Library

Budget Control Number: 73-0312

The Student Technology Fee Committee has concluded the last proposal cycle for 2003-2004. The committee thanks you for taking the time to address our concerns and for your work on behalf of the students.

The committee is pleased to inform you that your proposal has been approved for the amount of $30,334.56. This award is conditional on the approval of the IT department head. Funds awarded may only be spent on those items specified in the final and/or committee amended proposals. These specifications are enclosed if applicable. The committee understands that prices change between the date the proposal was approved and the date the purchase are actually made. Should you need more funds to complete the purchase for which you were approved, please submit a supplemental proposal to make use of the remaining funds to meet the original goals for which you were approved. The committee will provide the details of the supplemental process upon request.

**Student Technology Fee Committee Policies**

All equipment purchased with STFC funds must be identified with an STFC sticker. The committee makes its awards with the expectation that resources funded with STFC money will have a useful life of at least three years and with significant emphasis on the accessibility of the resources. If during this period, you wish to make any changes to the location of the equipment or to the level of access to the resource, you must obtain the approval of the committee. By accepting this proposal, you agree to submit a usage report upon request by the committee. Failure to submit a report may result in your department being refused future funding.

Please notify your department head of this award. Administration of these funds is the responsibility of the department receiving the award. The budget office has assigned a unique budget control number to this project; it is listed above. Initial expenditures may be made with this Budget Control Number. The period for expenditure of these funds will expire on June 30 of the following school year, unless extended by the committee. If you have any questions regarding funding, please feel free to contact Jan Rutledge janrutle@u.washington.edu.

Thank you,

Karen Furuya and Derek Smith
Student Technology Fee Committee Co-Chairs

[Signatures]

Patrick Pow – Director of I.T.

Charles Lord – Library Director

Proposal Line Item Restrictions Enclosed.
Date: July 19, 2004
Proposal Title: Laptop Computers in Library
Proposal Control Number: 2004-004-B

Proposal Line Item Restrictions:

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Cost per Item</th>
<th>Tax</th>
<th>Shipping</th>
<th>Total</th>
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<td>Dell Latitude D600</td>
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<td>Grand Total</td>
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<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

These computers are being funded under the following conditions:

- A portion of the laptops must provided for long-term checkout.
- The long-term policy must be in place prior to the purchase of the laptops.
- Regarding short-term checkout: the laptops will NOT be restricted to library use only. Students shall be able to use the laptops outside of the library.
- The library will implement and support a checkout procedure for the wireless cards being funded for proposal 2004-006-A.
- All computers must be configured and purchased by computer services.