Before You Begin

What is the Student Technology Fee?
The Associated Students of Eastern Washington University created the Techfee to supplement funding of general use technology. The Techfee supplements University or external funding of technology for the general student body.

Things you will need to write a proposal
Most successful proposals are a partnership between the Techfee and a requesting department. The proposal will include:

- Signatures from the proposal writer, a department chair or director, a dean or unit head, and a vice president. These people must signoff on the proposal to confirm their department’s commitment of resources and space
- Additional funding for items the Techfee does not fund (see below)
- Detailed lists of requested hardware, software and equipment

Things to consider and address in the proposal
Computer facilities that are open to the general student body require more maintenance than personal computers. Most of the Techfee supported facilities have hundreds of students use them each day while the largest facilities can have thousands. This kind of demand requires:

- Technical support (staff members and student employees) to maintain the equipment and troubleshoot technical issues. It may take several weeks to install and prepare new equipment for general student use
- Renovation of existing spaces: proposals that create new facilities will require a room with the proper network ports, power, furniture and ventilation
- The committee will want to know what plan is in place to sustain the technical and financial support of the facility or service

What is General Use Technology?
General use technology is available for direct use by any student. The student benefits from the presence of the technology, and they benefit from its direct use. Examples include: A computer, camera, online service, software, etcetera that a student physically touches or uses.

What is not General Use Technology?
Departmental equipment that is only available to departmental students is not considered general use, neither is office equipment that the general student body is not allowed to use.

What the Techfee does not fund
The Techfee does not fund office equipment or items normally funded by legislative and administrative funds. This includes furniture, electrical wiring, network ports and expendable supplies like toner and paper.