

NEW MEXICO TECH  
NEW ORGANIZATION SETUP

*ALL ORGS (Organizations) must have the approval of the Associate Vice President for Budget prior to Organization Setup.*

**Organization Title:** (35 Characters) \_\_\_\_\_

**Purpose of Organization** \_\_\_\_\_

**Organization Financial Administrators:**

1<sup>st</sup> Administrator \_\_\_\_\_ ID Number: \_\_\_\_\_

(\*Administrator for ICS-Banner Crosswalk maintained by Barbara Sanchez)

**Budget & Analysis Approval:** \_\_\_\_\_ DATE \_\_\_\_\_

Leyla A. Sedillo  
Associate Vice President for Budget

Requested By:	Date:
Entered By:	Date Entered:

**(For Budget Office Use Only)**

FOAPAL Assignment:

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Fund                      Organization                      Program

XC: Barbara Sanchez  
Analyst II – Federal Compliance