NEW MEXICO TECH

NON RESTRICTED FUNDS - NEW FUND SETUP

***ALL Funds that are not related to Grants & Contracts must have the approval of the Associate Vice President for Admin & Finance prior to Fund Setup. Please submit form to the Budget & Analysis office.***

**Fund Title**: (35 Characters) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Effective Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose of Fund:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Fund Administrators: (For signature authority and certifications)**

1st Administrator \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd Administrator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3rd Administrator \_\_\_\_\_\_\_ ID Number: \_\_\_ \_

4th Administrator \_\_\_\_\_\_\_ ID Number: \_\_\_ \_

5th Administrator \_\_\_\_\_\_\_ ID Number: \_\_\_\_

**Approval:**

\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_ Admin & Finance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emma Aafloy

Associate Director for Budget & Analysis

|  |  |
| --- | --- |
| Requested By: | Date: |
| Entered By: | Date Entered: |

**(For Budget Office Use Only)**

FOAPAL Assignment:

Index Fund Organization Program

Scan to Melissa Tull

Initials \_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_