



**Kremen School of Education
and Human Development**

**Request for Technology Expenditure
Justification Statement**

Each request for technology-related expenditures must be reviewed by the Kremen Technology Committee to ensure that the technology is not already available to the individual requesting the expenditure and that appropriate support is available. The committee does not determine whether or not Kremen funds are available for the purchase.

In order for the committee to be able to review the request, this completed justification form should be attached to a purchase requisition.

Date: _____

Individual making the request: _____

Individual consulted for specifications: _____

Source of funding: _____

Rationale for expenditure: