

May 9, 2025

Greetings CSM Community.

As part of our commitment to integrated planning, I am pleased to share the following update to the FY2025-26 non-personnel resource requests that emerged from our Fall 2024 submission process.

Three hundred forty-six (346) non-personnel requests were submitted through our integrated planning process. Each request was reviewed using pre-determined criteria, with input from Deans, the Vice President of Administrative Services, Vice President of Instruction, Vice President of Student Services, and the President. The review process considered several factors, including safety requirements, state and federal compliance standards, the critical nature of requests for continued program delivery, as well as existing fiscal commitments and available funds.

The following non-personnel resource requests have been approved:

**7 Facility / Furniture requests** totaling **\$11,000** (Rental Revenue Funds)

**10 Budget Augmentation requests** totaling **\$109,532** (Fund 1)

**200 Instructional Materials requests** totaling **\$822,201** (Lottery, Strong Workforce, Other Grants)

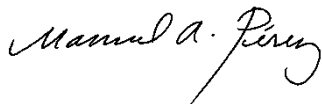
For a complete list of non-personnel resource request approvals, as well as requests that were not approved, please visit the “FY2025-26 Non-Personnel Resource Requests Approvals” document on the CSM Program Review Resource Request [Webpage](#). This landing page includes a full list of documents including an overview of the integrated planning process, all relevant communication to the college campus, list of criteria and priorities, list of original submissions, and a complete list of all approvals.

These decisions reflect our collective commitment to a transparent, fiscally responsible process that prioritizes the needs of our students and programs. Notably, most of the approved funding comes from non-Fund 1 sources, which allowed us to address the current needs most effectively.

I sincerely appreciate the thoughtfulness and care each of you brought to the resource request process. Your engagement is vital to ensuring our efforts align with the College’s vision, mission, values, goals, and priorities. To support transparency and follow-through, I have asked our Executive Leadership Team to connect with Deans and Directors whose non-personnel resource requests were not funded in this planning cycle. These conversations will help explore how existing resources might still meet the identified needs.

Thank you again for your commitment and collaboration.

In community.



Dr. Manuel Alejandro Pérez  
President, College of San Mateo

