



Student Technology Loan Program

Services & Activities Fee Committee Fiscal Year 2026 Budget Request

STLP Leads

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Budget Request Highlights

Our unit's request in FY22 was **\$196,016** and our award was **\$196,016**.
Our unit's request in FY23 was **\$215,543** and our award was **\$215,963**.
Our unit's request in FY24 was **\$231,763** and our award was **\$231,363**.
Our unit's request in FY25 was **\$248,933** and our award was **\$248,933**.
Our request for FY26 is **\$259,928** which represents a **4.42%** or **\$10,995** increase.

Supplemental Funding For Student Employees **\$4,122**

STLP's FY26 request in this area accounts for approved and anticipated increases to the City of Seattle minimum wage as well as corresponding modifications to student lead pay rates.

Supplemental Funding for Student Employee Benefits **\$4,373**

STLP's FY26 request in this area corresponds with the increase in student employee costs as outlined above while assuming a 23% benefit load rate (2025).

Supplemental Funding for Operations **\$2,500**

STLP's FY26 request in this area includes increased data plan costs for 15 additional T-Mobile wireless internet hotspots (which have also been upgraded to 5G service) as well as increases in equipment repair and UPS shipping costs.

Full Budget Overview & Justification

- 1. How are expenditures distributed across the programs and/or services your unit offers? Please provide a general overview of how much spending is allocated to each category of expense, such as staffing, materials, etc., as is applicable.**

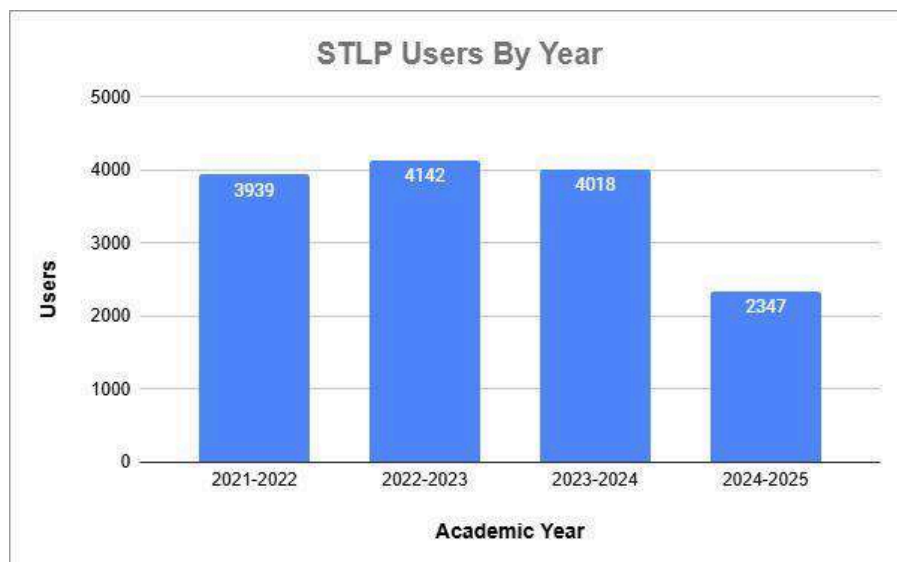
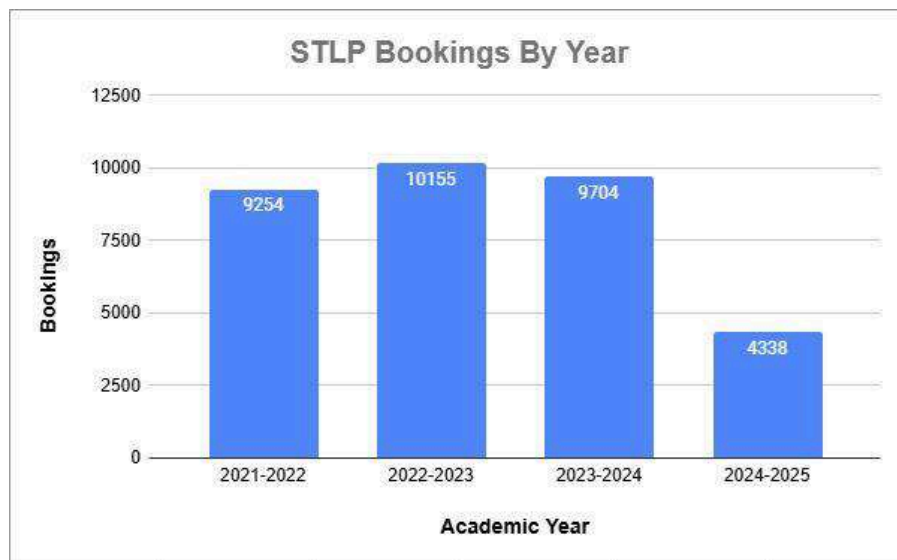
STLP's FY26 request includes a total of \$239,128 allocated to student employee wages and related fringe benefits costs. This amount represents 92% of the overall request. The remaining 8% (or \$20,800) is allocated to program operating costs including: background check fees, credit card processing fees, equipment repair, office supplies, shipping charges and wireless internet hotspots.

- 2. Please give a summary elaborating on how SAF Funding has been used to support students** *(Please refer to dollar amounts in this discussion when possible).*

- a. In what ways has SAF funding been essential to supporting your unit's on-going services and role in the university? Please provide at least one specific example of a program/service.

In funding STLP, SAF sustains the program's operations which includes:

- Three campus locations (HSB, HUB and KNE)
- 17+ student employees
- 95 weekly service hours (autumn, winter and spring quarters)
- 40 T-Mobile wireless internet hotspots
- 30+ quarterly equipment shipments
- 4000+ students served annually
- 9000+ annual equipment loans



- b. How have your unit's services and programming changed over time, and how have you adapted the use of SAF funding?

Over the years, STLP has used a combination of annual and one-time capital allocations from SAF to expand the reach of the program by opening additional office locations and increasing operating hours. With this growth, the program has seen corresponding increases in the number of student employees required to sustain daily operations as well as other associated operating costs. Additionally, since the COVID-19 pandemic, the program has continued to offer UPS shipping of select equipment items as well as T-Mobile wireless internet hotspots which have contributed to the rise in operating costs.

- c. Are there programs/services that SAF has funded in the past that your unit no longer provides?

No, N/A

- d. Are you currently using your unit's allocation for new programs or services that were not originally requested as an item in your SAF budget request?

No, N/A

3. What is the nature of your reserves/fund balances? For what purposes do you hold reserves? How were they accrued?

Reserves in the STLP budget are typically the result of carry-over from previous fiscal years in which expenditures did not reach the budgeted amount and are not intentionally accrued.

Budget Breakdown

BUDGET BREAKDOWN				
	FY26 Request	FY25 Expected	FY25 Actuals Notes	
REVENUES				
SAF Funding	\$259,928.00	\$ 248,933.00		
State/University Funding			N/A	
Self-Generated Revenue			N/A	
Grants/Subsidies			N/A	
Interest Revenue			N/A	
Other Revenue	\$426,157.00	\$426,157.00		
Total Revenue	\$ 686,085.00	\$ 675,090.00		
Change in Revenues	\$ 10,995.00	1.63%		
	FY26 Request	FY25 Expected	FY25 Actuals Notes	
EXPENSES				
Salaries & Wages:				
Classified			N/A	
Professional			N/A	
Graduate Appointments			N/A	
Temporary	\$194,413.00	\$190,291.00	17 STLP Student Employees (01/08/2025)	
Other Salaries & Wages			N/A	
Total Salaries & Wages	\$ 194,413.00	\$ 190,291.00		
Retirement & Benefits:				
Classified			N/A	
Professional			N/A	
Graduate Appointments			N/A	
Temporary	\$44,715.00	\$40,342.00	23% Fringe Benefit Load Rate	
Other Retirement & Benefits			N/A	
Total Retirement & Benefits	\$ 44,715.00	\$ 40,342.00		
Operations:				
Personal Service Contracts			N/A	
Other Contract Services	\$ 20,000.00	\$ 17,500.00	Equipment Repair, Shipping Charges, Wireless Internet Hotspots	
Grants & Subsidies			N/A	
Travel			N/A	
Supplies	\$800.00	\$800.00	Office Supplies	
Other Operations			N/A	
Total Operations	\$ 20,800.00	\$ 18,300.00		
Total Expenses	\$ 259,928.00	\$ 248,933.00		
Change in Expenses	\$ 10,995.00	4.42%		
Revenue - Expenses	\$ 426,157.00	\$ 426,157.00		

Information on Other Revenues:

STLP receives \$426,157 in annual block funding from the Student Technology Fee Committee. This funding is strictly used for the purchase of new and replacement equipment as well as equipment related insurance coverage. The program is currently pursuing an increase to this block funding which has remained unchanged since its establishment a number of years ago.

Related to equipment that is reported as damaged, lost or stolen, STLP receives student credit card payments as well as insurance settlements from the UW Equipment Insurance office. Student payments include insurance deductibles for insured equipment items and repair/replacement costs for uninsured equipment items. Insurance settlements include reimbursement for the actual

repair/replacement amount less the deductible collected from the student. Collection of these funds is sporadic and based on submissions via the program's Equipment Claims process for damaged, lost or stolen equipment. All funds collected are utilized for equipment repair/replacement.

Additionally, other direct and indirect operational expenses are covered by Academic Technologies and include a FTE program supervisor, office space, secure equipment storage, database programming, web development, as well as computer and other technical support.

Additional Questions

1.

- a. How would you adjust your operations if you did not receive your full request? Please elaborate on the potential impact on staffing and services.**

If the full funding request is not received, STLP would need to consider scaling back from its current level of operation. Depending on the amount of funding received, these changes would either mean a reduction in office locations, operating hours, staffing, or any combination of the three. Such reductions would have a direct impact on the program's 4000 annual student customers through reduced availability and overall quality of service.

- b. What if you received an amount less than your FY25 allocation?**

Depending on the level of funding received, STLP would need to consider reductions in operations and staffing costs. Again, these reductions could ultimately impact the program's number of office locations, span of operating hours, number of student employees, or any combination thereof.

- c. What student services/programs are integral to your mission that you would not cut even if you received an amount less than your FY25 allocation?**

If forced to make drastic changes, STLP would likely focus on a reduction of student employees and the curtailment of satellite offices. Hopefully, this would preserve sufficient resources for the program to sustain operations from its primary office in Kane Hall (KNE).

- 2. If financial resources were not a restriction, what is one program/service your unit would add/expand on to enhance students' experience at the University?**

If financial and space resources were not a restriction, STLP could pursue a significant expansion of the program's equipment inventory in the hope of meeting student demand.

- 3. How does your unit ensure that student fees do not subsidize non-student, academic, research, and other costs that are the primary responsibility of the University and its colleges?**

By operating only during periods of academic instruction and by requiring enrollment for the current academic quarter, STLP is intended to aid students in their academic pursuits. As part of an additional verification process, the program requires students to authenticate with their UW NetID when making an online reservation as well as during the equipment checkout and return processes. Utilizing UW NetID allows the program to verify student enrollment for the current academic quarter. Further, the program requires students to present a valid Husky Card for identification purposes at the point of checkout. It's through these methods the program can ensure that only active students, who are paying tuition and fees, are utilizing program resources. Also, to ensure equal access to equipment for all students, the program sets limits on loan periods and checkout quantity in an effort to eliminate monopolization.

- 4. How are you utilizing the SAF logo? In what ways do you spread awareness of your affiliation with SAF?**

STLP displays the SAF logo both on the program's website as well as on all five kiosks used to conduct equipment checkout and return transactions. Use of the logo is preceded by text stating, "Proudly funded by" and is displayed alongside the program's other funding partners (including Academic Technologies and Student Technology Fee Committee). Additionally, the program frequently utilizes the tagline, "STLP is proudly funded and operated by students - for students." via electronic communications.

- 5. If you are projecting a net deficit for FY26, please provide additional context for this net deficit (e.g. reallocation of carryover funds from previous fiscal years, extraordinary expenses necessary to meet operational needs, etc.).** *(Optional – Answer "N/A" if not relevant to your unit)*

No, N/A

- 6. When projecting out 1-3 fiscal years, what challenges, if any, do you foresee for your unit? How could SAF be helpful in navigating these challenges?** *(Optional – Answer "N/A" if not relevant to your unit)*

No, N/A

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About STLP

Mission

As a free service for students at the University of Washington in Seattle, the Student Technology Loan Program (STLP) provides equal access to essential academic technology tools. The program, both funded and operated by students, enriches the UW student experience and facilitates academic success by enabling collaboration, creativity, innovation and learning both inside and outside the classroom.

History

STLP began operating with fifteen laptops and ten digital projectors after an initial funding award from the Student Technology Fee (STF) Committee in 2002. Since that time, the program has grown to offer over 2300 equipment items from three different office locations on the UW Seattle campus. In 2017, STLP became one of the first two organizations to receive continuous STF funding in the form of a dedicated block fund. Since 2021, the program has consistently served over 4,000 students each academic year representing approximately 9,700 equipment loans and 380,000 cumulative equipment loan days.

Funding

STLP sustains its current operation by obtaining annual funding from both the [Services & Activities Fee](#) (SAF) and STF committees. In addition to this annual funding, [Academic Technologies](#) (AT) provides administrative support in the form of a full-time program manager, office space and technical infrastructure. For FY25, SAF has authorized an allocation of \$248,933 to support the program's staffing and operations costs. The majority of this funding is directed to employing up to twenty student employees while the remaining amount is used to fund internet service for the program's wi-fi hotspots, equipment repair, shipping costs as well as office supplies. Since 2017, the program has received \$426,157 in annual STF block funding which is utilized to expand, insure and renew the STLP equipment inventory. This brings the program's total FY25 allocation to \$675,090.

Operations

STLP operates three office [locations](#) on the UW Seattle campus. These offices operate during quarterly periods of instruction and are closed on weekends, UW holidays and during quarterly break periods. For the 2024-2025 academic year, office locations operate as follows:

Health Sciences (HSI)	Husky Union (HUB)	Kane (KNE)
First Floor, I-Wing Room 146	First Floor, Resource Center Room 111D	Basement, AT Room 035
Monday - Friday 8:30 am - 2:30 pm	Monday - Friday 3:00 pm - 7:00 pm	Monday - Friday 8:00 am - 5:00 pm

Equipment

The STLP inventory consists of 2362 active items spanning eight equipment [categories](#). Over half of all inventory items (1311) are devices in the laptop/tablet category - a 64% increase since early 2020. The complete inventory breakdown is as follows:

Category	Type	Quantity
Audio	Microphone Stand (4) MP3/Voice Recorder (15) Portable Audio System (5) Shotgun Microphone (27) USB Microphone (10) Wireless Headphones (30) Wireless Microphone (12)	103
Camera Accessories	DSLR Remote (19) Macro Lens (37) Macro Ring Flash (15) Prime Lens (50) Shoe Mount Flash (25) Telephoto Lens (43) Tripod - Gimbal (5) Tripod - GoPro Pole (4) Tripod - GorillaPod (5) Tripod - Large (9) Tripod - Medium (23) Tripod - Monopod (4)	297

	Tripod - Small (13) Wide Angle Lens (45)	
Cameras	Canon 70D (10) Canon 80D (32) Canon R100 (20) Canon Rebel SL2 (33) Canon Rebel T6i (66) Canon PowerShot SX60 (12)	173
Laptops/Tablets	Apple iPad Air 3rd Gen (28) Apple iPad Air 4th Gen (150) Apple iPad Pro 1st Gen (53) Apple iPad Pro 2nd Gen (58) Apple iPad Pro 4th Gen (19) Apple iPad Pro 5th Gen (19) Apple MacBook Air 2020 (54) Apple MacBook Air 2021 (117) Apple MacBook Air 2022 (258) Apple MacBook Pro 2019 (53) Apple MacBook Pro 2021 (84) Dell Alienware 2020 (4) Dell Latitude 2020 (84) Dell XPS 2020 (28) Dell XPS 2021 (88) Dell XPS 2023 (38) Dell XPS 2024 (60) Microsoft Surface Go 2020 (28) Microsoft Surface Pro 2020 (29) Microsoft Surface Pro 2021 (30) Microsoft Surface Pro 2023 (29)	1311 iPadOS = 327 macOS = 566 Windows = 418
Peripherals	Blu-Ray Burner (2) Calculator - Graphing (60) Calculator - Scientific (60) Digital Pen Tablet (10) External Hard Drive (30) Portable Monitor (20) Presentation Remote (20) Webcam (40) Wi-Fi Hotspot (29) Wireless Keyboard (20) Wireless Mouse (40)	331
Projection	6ft Projection Screen (19) 8ft Projection Screen (9) BenQ Projector 2018 (42) Casio Projector 2016 (30)	100

Video Cameras	GoPro Hero6 Black (23) Panasonic AG-DVX200 (3) Panasonic HC-V770K (13)	39
Virtual Reality	HTC Vive (4) Oculus Rift (4)	8

Generally, STLP equipment valued over \$500 is insured through the UW Equipment Insurance office. This enables the program to repair or replace equipment that has been damaged, lost or stolen during an equipment loan. Insurance premiums are determined based on the equipment's value and chosen deductible (\$250) with the annual premium then billed to the program's block fund. Students who incur an equipment claim for insured items are responsible for paying the deductible (\$250). For uninsured items, students are responsible for paying the full repair or replacement value. For more information, review the program's [equipment claim](#) policies.

Lending

Since 2005, STLP has employed an online reservation system hosted on the program's [website](#) which allows students to reserve their desired equipment in advance. This system, built entirely in-house, is complete with an administrative backend that facilitates both the checkout and return processes utilizing UW NetID authentication. Currently, all equipment items are made available for ten (10) day, twenty five (25) day or full quarter loan periods. Loan periods are counted in business days (so weekends and UW holidays are not counted as part of the loan period). By utilizing STLP, students agree to maintain eligibility requirements and abide by program policies for the duration of their equipment loan period. Failure to do so may result in refusal of service, restriction from the program and/or reporting to the office of [Community Standards & Student Conduct](#) (CSSC). For more information, review the program's full index of [policies](#).

Partnerships

- **First Year Programs (FYP):** At the beginning of the COVID-19 pandemic, [FYP](#) and STLP formed a partnership to help equip incoming University of Washington (UW) students with the technology needed to participate in virtual advising and orientation sessions. Upon request, STLP provided these students with short-term laptop and wi-fi hotspot loans for a period of seven (7) days. The equipment was shipped to the student's residential address via UPS and contained a prepaid return shipping label for sending the equipment back to STLP. This partnership has continued over the years and has even

expanded to a year-round offering to assist students no matter their first quarter of enrollment at UW.

- **LiveWell:** [LiveWell](#) and STLP maintain an open line of communication to help increase awareness of the program by means of student referrals. As part of their consultation and referral process, LiveWell staff may direct students with technology needs to STLP. Additionally, LiveWell services are advertised at STLP office locations.
- **Odegard Learning Commons (OLC):** Since 2020, [OLC](#) and STLP have partnered to share an instance of Jamf for support of the group's Apple devices (iMacs, iPads and MacBooks). A tool such as Jamf became necessary once Apple implemented Mobile Device Management (MDM) to manage volume purchases for businesses and educational institutions. The two teams, which are both operated by Academic Technologies and STF block funded, split the licensing costs based on the total number of devices enrolled.
- **Path to UW:** This program is a partnership between the Seattle Promise and the UW to connect students studying at Seattle Colleges to baccalaureate degree opportunities at UW. The goal of the [Path to UW](#) program is to provide support, planning resources, community, and academic preparation experiences to Seattle Promise students on their journey from high school, through their Associate's Degree, and on to UW. STLP partners with Path to UW by providing short-term laptop loans during the months of August and September which enables low-income students to participate in transfer seminars.

STLP By the Numbers

- **Computing Devices:** 1311
- **Items Eligible for Shipping:** 600
- **Items Shipped** (since 2020): 618
- **Items Shipped for FYP A&O** (since 2020): 86
- **New Items Added In 2024** (as of 10/2024): 357
- **Office Locations:** 3
- **Student Employees** (as of 01/2025): 17
- **Total Bookings Last Year:** 9704
- **Total Equipment Items:** 2362
- **Total FY25 Budget:** \$675,090
- **Total Users Last Year:** 4018

Gallery



SAF-funded office renovations and new equipment shelving at Health Sciences (HSI) office location.



New equipment shelving at Husky Union (HUB) office location.



Improved organization at Kane (KNE) office location.