

Computer Software and Information Technology Applications

[Information Technology Procurement and Licensing Solutions \(ITPALS\)](#) is the point of contact for all contracts related to computer hardware and software.

Information Technology (IT) has established [The Standard for Delegated Authority for Procurement of Low-Risk Software and IT Services](#) that governs the procurement of software.

This standard sets requirements and review processes to be completed prior to ordering software. Adherence should minimize expenditures of effort and funds on software applications that may not be useable due to issues with university liability - particularly regarding system security and personal information and/or implications for the provision of resources beyond the procurement itself.

Included within this standard is any software application for data processing and/or network storage of data, which is commonly called cloud services. For assistance with any software or cloud service procurement, please contact [Information Technology Procurement and Licensing Solutions \(ITPALS\)](#).

Low-Risk Low-Cost Software Purchase Program

[The Standard for Delegated Authority for Procurement of Low-Risk Software and IT Services](#) expedites acquisition of certain low-risk low-cost software and IT services.

This program was established to simplify the procurement of low-risk low-cost software and to expedite a process to acquire the tools required to support the mission of the university.

For more information on what qualifies for this program or for additional assistance, please visit [ITPALS](#).

To submit a Low Risk, Low Cost request, visit [the 4Help Low-Risk Low-Cost Software help desk](#).