

Associated Students, Inc.
CALIFORNIA STATE UNIVERSITY, LOS ANGELES



"...For the Students, by the Students!"

2017-18 Proposed Operating Budget 4.21.17 Draft

Revised
Friday, April 21, 2017

Revenue and Investments

| Description of Item | 2015/2016 Actual | 2016/2017 6&6 Budget Review | 2017/2018 Proposed Operating Budget | Net Budget Modification | Percent Change |
|--|---------------------|--------------------------------|--|----------------------------|-------------------|
| Projected Fee Revenue * | | | | | |
| Student Fee Revenue | \$ - | \$ 1,339,483 | \$ 1,428,920 | \$ - | 0.00% |
| Student Fee Revenue | \$ 1,386,955 | \$ 1,339,483 | \$ 1,428,920 | \$ 89,437 | 6.68% |
| Other Projected Revenue | | | | | |
| Interest Income, Los Angeles Investment Fund (L.A.I.F.) & Unrealized Gain/Loss | \$ 8,694 | \$ 7,531 | \$ 8,000 | \$ 469 | 6.23% |
| Student & University Support Revenue | \$ 22,079 | \$ 19,550 | \$ 18,850 | \$ (700) | -3.58% |
| Transfer from Retained Earnings | \$ - | \$ 189,050 | \$ - | \$ (189,050) | -100.00% |
| Total Other Revenue | \$ 30,773 | \$ 216,131 | \$ 26,850 | \$ (189,281) | -87.58% |
| Total Revenue | \$ 1,417,728 | \$ 1,555,614 | \$ 1,455,770 | \$ (99,844) | -6.42% |
| Projected Expenses | | | | | |
| Administration | \$ 439,507 | \$ 456,072 | \$ 444,572 | \$ (11,500) | -2.52% |
| A.S.I. Student Government | \$ 363,257 | \$ 488,710 | \$ 518,079 | \$ 29,369 | 6.01% |
| Student & University Support | \$ 505,511 | \$ 609,413 | \$ 480,719 | \$ (128,694) | -21.12% |
| Total Unit Expense | \$ 1,308,275 | \$ 1,554,195 | \$ 1,443,370 | \$ (110,825) | -7.13% |
| Total Revenue | \$ 1,417,728 | \$ 1,555,614 | \$ 1,455,770 | \$ (99,844) | -6.42% |
| Total Unit Expense | \$ 1,308,275 | \$ 1,554,195 | \$ 1,443,370 | \$ (110,825) | -7.13% |
| Net Operating Income/(Deficit) | \$ 109,453 | \$ 1,419 | \$ 12,400 | | |

* NOTE: \$47,472 of the reserves from 2016-17 has been advanced to this year in the student fee revenue.

| Fund Balance | | | | | |
|---|---------------------|--|--|--|--|
| Beginning Fund Balance | \$ 1,467,464 | | | | |
| Net Operating Income/(Deficit) | \$ 109,453 | | | | |
| Non-Operating Expenses (Retirement+Depreciation+Bad Debt+Write Off+POT) | \$ 5,498 | | | | |
| Projected Ending Fund Balance | \$ 1,582,415 | | | | |

Trailer System
 • A.S.I. operates off of a Trailer System model. This allows A.S.I. to allocate funds for activities and programs with a greater degree of certainty. 3% of the total trailer system is being set aside for contingency operating costs which totals:
 \$ 44,640.00

| Administration | 2015/2016 | YTD 2016-17 | 2016/2017 | 2017/2018 | Net Budget | Percent | 2017-18 Proposed Operating Budget 4.21.17 Draft |
|--|------------|---------------|-------------------|---------------------------|--------------|----------|---|
| Description of Item | Actual | as of 2/28/17 | 6&6 Budget Review | Proposed Operating Budget | Modification | Change | Comment/Variance Explanation |
| Revenue | | | | | | | |
| | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Total Administration Revenue | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Expenses * | | | | | | | |
| Personnel | | | | | | | |
| Staff Salaries | \$ 124,528 | \$ 90,322 | \$ 149,919 | \$ 157,166 | \$ 7,247 | 4.83% | Fully funding this line item for the fiscal year. |
| Staff Benefits & Annual contribution to VEBA Trust post-retirement account (\$5,000) | \$ 95,173 | \$ 40,620 | \$ 63,175 | \$ 63,792 | \$ 617 | 0.98% | Fully funding this line item for the fiscal year. |
| Student Salaries | \$ 44,915 | \$ 28,896 | \$ 54,350 | \$ 58,370 | \$ 4,020 | 7.40% | Fully funding this line item for the fiscal year. |
| Total Personnel | \$ 264,615 | \$ 159,838 | \$ 267,443 | \$ 279,327 | \$ 11,884 | 4.44% | |
| Supplies and Services | | | | | | | |
| Staff Development | \$ - | \$ - | \$ 910 | \$ 910 | \$ - | 0.00% | |
| Dues/Subscriptions | \$ 500 | \$ 2,283 | \$ 1,714 | \$ 983 | \$ (731) | -42.64% | The decrease is due to moving some of the annual expenses to the Student Government area. |
| Bank Charges | \$ 2,610 | \$ 1,275 | \$ 3,360 | \$ 3,360 | \$ - | 0.00% | |
| Operating Expenses (Supplies & Services) | \$ 21,507 | \$ 7,135 | \$ 7,630 | \$ 7,630 | \$ - | 0.00% | |
| Technology Related | \$ 1,721 | \$ - | \$ 4,050 | \$ 4,050 | \$ - | 0.00% | |
| Payroll Charges | \$ 4,786 | \$ 3,932 | \$ 7,105 | \$ 7,105 | \$ - | 0.00% | |
| Human Resources | \$ 5,000 | \$ 3,750 | \$ 5,000 | \$ 5,000 | \$ - | 0.00% | |
| Total Supplies and Services | \$ 36,124 | \$ 18,375 | \$ 29,769 | \$ 29,038 | \$ (731) | -2.46% | |
| Travel | | | | | | | |
| Seminars, Conf., Memberships and Travel | \$ 3,691 | \$ 5,404 | \$ 9,245 | \$ 9,410 | \$ 165 | 1.78% | The increase is due to fully funding professional development travel. |
| Total Travel | \$ 3,691 | \$ 5,404 | \$ 9,245 | \$ 9,410 | \$ 165 | 1.78% | |
| Contracts, MOU's and Leases | | | | | | | |
| University Accounting Services | \$ 57,560 | \$ 43,170 | \$ 57,560 | \$ 57,560 | \$ - | 0.00% | |
| Auditing Services & Contractual Services | \$ 20,024 | \$ 13,111 | \$ 20,577 | \$ 21,625 | \$ 1,048 | 5.09% | This increase is due to the cost of the actuarial services needed to assess post-retirement responsibility of the organization. |
| Fee Collection Services | \$ 10,518 | \$ 5,655 | \$ 10,158 | \$ 10,158 | \$ - | 0.00% | |
| Insurance | \$ 6,399 | \$ 5,911 | \$ 8,000 | \$ 8,000 | \$ - | 0.00% | |
| Legal Services | \$ 18,122 | \$ 595 | \$ 12,000 | \$ 7,000 | \$ (5,000) | -41.67% | The reduction reflects our 2017-18 budget priorities. |
| Lease Chargeback's | \$ 22,453 | \$ 14,969 | \$ 25,953 | \$ 22,453 | \$ (3,500) | -13.49% | The reduction reflects our 2017-18 budget priorities. |
| Total Contracts, MOUs and Leases | \$ 135,076 | \$ 83,411 | \$ 134,248 | \$ 126,796 | \$ (7,452) | -5.55% | |
| Equipment | | | | | | | |
| Capital Equipment & Loss of Disposal of Fix Assets | \$ - | \$ - | \$ 15,366 | \$ - | \$ (15,366) | -100.00% | The reduction is due repaying the U-SU for their loan of \$150,000 for furniture purchased when A.S.I. moved into the Union. |
| Total Equipment | \$ - | \$ - | \$ 15,366 | \$ - | \$ (15,366) | -100.00% | |
| Total Administrative Expenses | \$ 439,507 | \$ 267,027 | \$ 456,072 | \$ 444,572 | \$ (11,500) | -2.52% | |
| Net Cost of Administration | \$ 439,507 | \$ 267,027 | \$ 456,072 | \$ 444,572 | \$ (11,500) | -2.52% | |

Note: *Excludes PTO expense, and Write offs of:

| | | |
|--------------|-------------|----------|
| | \$ 781.95 | \$ 1,385 |
| Retirement | \$ - | \$ - |
| Depreciation | \$ 1,319.64 | \$ 8,742 |

| Student Government Description of Item | 2015/2016 Actual | YTD 2016-17 as of 2/28/17 | 2016/2017 6&6 Budget Review | 2017/2018 Proposed Operating Budget | Net Budget Modification | Percent Change | 2017-18 Proposed Operating Budget 4.21.17 Draft Comment/Variance Explanation |
|--|---------------------|------------------------------|--------------------------------|---|----------------------------|-------------------|---|
| Revenue | | | | | | | |
| Total Student Government Revenue | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% | |
| Expenses * | | | | | | | |
| Personnel | | | | | | | |
| Staff Salaries | \$ 119,757 | \$ 93,763 | \$ 167,545 | \$ 171,540 | \$ 3,995 | 2.38% | Fully funding this line item for the fiscal year. |
| Student Salaries | \$ 33,919 | \$ 15,287 | \$ 31,030 | \$ 34,970 | \$ 3,940 | 12.70% | Fully funding this line item for the fiscal year. |
| Benefits - Annual contribution to VEBA Trust post-retirement account (\$5,000) | \$ 49,671 | \$ 44,797 | \$ 65,477 | \$ 75,058 | \$ 9,581 | 14.63% | Fully funding this line item for the fiscal year. |
| Total Personnel | \$ 203,347 | \$ 153,847 | \$ 264,051 | \$ 281,568 | \$ 17,516 | 6.63% | |
| Supplies and Services | | | | | | | |
| Technology Related | \$ 6,065 | \$ 4,085 | \$ 15,681 | \$ 12,946 | \$ (2,735) | -17.44% | The reduction reflects our 2017-18 budget priorities. |
| Marketing and Advertisement; Hospitality * | \$ 854 | \$ 3,317 | \$ 5,110 | \$ 5,210 | \$ 100 | 1.96% | |
| Operating Expenses | \$ 29,373 | \$ 4,448 | \$ 18,533 | \$ 4,780 | \$ (13,753) | -74.21% | The reduction reflects our 2017-18 budget priorities. |
| New DUES / SUBS / PUBLICATIONS | \$ - | \$ - | \$ - | \$ 4,580 | \$ 4,580 | #DIV/0! | This line item was created due to moving some of the annual expenses from the Administrative area to the Student Government area. |
| Total Supplies and Services | \$ 36,291 | \$ 11,851 | \$ 39,324 | \$ 27,516 | \$ (11,808) | -30.03% | |
| CSSA | | | | | | | |
| A.S.I. Student Government Travel | \$ 19,552 | \$ 4,594 | \$ 39,825 | \$ 37,825 | \$ (2,000) | -5.02% | This reduction is due to 6&6 Budget adjustments. The funding meets our 2017-18 budget priorities. |
| Total CSSA | \$ 19,552 | \$ 4,594 | \$ 39,825 | \$ 37,825 | \$ (2,000) | -5.02% | |
| FT Staff Travel | | | | | | | |
| Travel (In State & Out of State) | \$ 10,368 | \$ 11,522 | \$ 8,155 | \$ 10,365 | \$ 2,210 | 27.10% | Fully funding this line item for the fiscal year. |
| Total FT Staff Travel | \$ 10,368 | \$ 11,522 | \$ 8,155 | \$ 10,365 | \$ 2,210 | 27.10% | |
| ASI President's Budget | | | | | | | |
| Hospitality | \$ - | \$ - | \$ 100 | \$ 100 | \$ - | 0.00% | |
| Leadership Development | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Supplies | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Programming | \$ - | \$ - | \$ 50 | \$ 850 | \$ 800 | 1600.00% | Funding to support new A.S.I. President Engagement initiatives. |
| Total A.S.I. President's Budget | \$ - | \$ - | \$ 150 | \$ 950 | \$ 800 | 533.33% | |
| Leadership Development & Specialized Training | | | | | | | |
| Leadership Development | \$ - | \$ 39,282 | \$ 41,430 | \$ 40,872 | \$ (558) | -1.35% | The reduction reflects our 2017-18 budget priorities. |
| Total Leadership Dev. & Specialized Training | \$ - | \$ 39,282 | \$ 41,430 | \$ 40,872 | \$ (558) | -1.35% | |
| Grant-In-Aid | | | | | | | |
| Grant-In-Aid | \$ 93,699 | \$ 56,553 | \$ 95,774 | \$ 118,983 | \$ 23,209 | 24.23% | Fully funding this line item for the fiscal year. |
| Total Grant-In-Aid | \$ 93,699 | \$ 56,553 | \$ 95,774 | \$ 118,983 | \$ 23,209 | 24.23% | |
| Total Student Government Expenses * | \$ 363,257 | \$ 277,649 | \$ 488,710 | \$ 518,079 | \$ 29,369 | 6.01% | |
| Net Cost of Student Government | \$ 363,257 | \$ 277,649 | \$ 488,710 | \$ 518,079 | \$ 29,369 | 6.01% | |

Note:

*Excludes PTO and Amortization expense of: \$ 114 \$ 2,937

* Due to the CMS account transition the Marketing & Hospitality line items were combined.

| <i>Student & University Support</i> | | | | | | | 2017-18 Proposed Operating Budget 4.21.17 Draft |
|---|-------------------|-------------------|-------------------|---------------------------|---------------------|----------------|---|
| Description of Item | 2015/2016 | YTD 2016-17 | 2016/2017 | 2017/2018 | Net Budget | Percent | |
| | Actual | as of 2/28/17 | 6&6 Budget Review | Proposed Operating Budget | Modification | Change | |
| | | | | | | | Comment/Variance Explanation |
| Revenue * | | | | | | | |
| Interest Income, Los Angeles Investment Fund (L.A.I.F.), & Unrealized Gain/Loss | \$ 8,694 | \$ 8,067 | \$ 7,531 | \$ 8,000 | \$ 469 | 6.23% | After reviewing revenue performance over the past three years an increase in revenue projections is warranted. |
| Gift Contrib. Income | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Locker Revenue | \$ 4,495 | \$ 4,040 | \$ 4,100 | \$ 4,100 | \$ - | 0.00% | |
| Miscellaneous Revenue (Rev. Other, Music Concerts, Events, & Laptop Rev) | \$ 2,362 | \$ 1,669 | \$ 3,000 | \$ 3,000 | \$ - | 0.00% | |
| Movie Ticket Sales | \$ 1,829 | \$ 26 | \$ 1,500 | \$ 1,500 | \$ - | 0.00% | |
| Sea World Tickets | \$ 21 | \$ 4,655 | \$ 250 | \$ 250 | \$ - | 0.00% | |
| Disneyland Sales | \$ 2,574 | \$ 818 | \$ 818 | \$ - | \$ (818) | -100.00% | We no longer sell Disneyland tickets. |
| Commissions (Knott's Ticket Sales) | \$ 878 | \$ 70 | \$ 700 | \$ 1,000 | \$ 300 | 42.86% | After reviewing revenue performance over the past three years an increase in revenue projections is warranted. |
| Consignment Sales | \$ 9,920 | \$ 9,817 | \$ 10,000 | \$ 9,000 | \$ (1,000) | -10.00% | The reduction reflects our 2017-18 revenue projections. |
| Total Programming and Student Support Revenue | \$ 30,773 | \$ 29,162 | \$ 27,899 | \$ 26,850 | \$ (1,049) | -3.76% | |
| Expenses | | | | | | | |
| Student Support (formally Programming) | | | | | | | |
| Student Organization Direct Funding and Co-sponsorships | \$ 102,309 | \$ 31,062 | \$ 118,981 | \$ 110,453 | \$ (8,528) | -7.17% | The decrease is due to the Board approving one time funding for club programming. Therefore the onetime expenses were higher than what is being proposed this year. |
| Unrestricted Funding for the Finance Committee | \$ - | \$ - | \$ 72,790 | \$ - | \$ (72,790) | -100.00% | The decrease is due to the Board approving one time funding for the Finance Committee to allocate. Therefore the onetime expenses were higher than what is being proposed this year. |
| Leadership Development | \$ 38,159 | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Programming & Advocacy (Expenses-Other) | \$ 134,836 | \$ 61,587 | \$ 136,004 | \$ 106,200 | \$ (29,804) | -21.91% | The decrease is due to the Board approving one time funding for the advocacy and programming efforts. Therefore the onetime expenses were higher than what is being proposed this year. |
| Marketing and Advertisement | \$ 62,876 | \$ 31,189 | \$ 72,117 | \$ 54,266 | \$ (17,851) | -24.75% | Fully funding this line item for the fiscal year. |
| Total Programming | \$ 338,179 | \$ 123,838 | \$ 399,892 | \$ 270,919 | \$ (128,973) | -32.25% | |
| Scholarships & Vouchers | | | | | | | |
| Student Book Voucher Program | \$ 8,621 | \$ 8,767 | \$ 14,600 | \$ 15,000 | \$ 400 | 2.74% | Fully funding this line item for the fiscal year. |
| Committee Permits/Vouchers | \$ 4,025 | \$ 803 | \$ 8,000 | \$ 8,000 | \$ - | 0.00% | |
| A.S.I. Scholarships | \$ 2,500 | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |
| Total Scholarships & Vouchers | \$ 15,146 | \$ 9,570 | \$ 22,600 | \$ 23,000 | \$ 400 | 1.77% | |
| University Support | | | | | | | |
| Children's Center | \$ 125,211 | \$ 110,000 | \$ 140,000 | \$ 125,000 | \$ (15,000) | -10.71% | Amounts based on the average of budgetary funding recommendations submitted. |
| EOP | \$ 5,741 | \$ 3,500 | \$ 3,500 | \$ 5,100 | \$ 1,600 | 45.71% | Amounts based on the average of budgetary funding recommendations submitted. |
| EPIC (Educational Participation in Communities) | \$ 16,233 | \$ 7,721 | \$ 11,721 | \$ 20,000 | \$ 8,279 | 70.63% | Amounts based on the average of budgetary funding recommendations submitted. |
| College of Arts & Letters - Golden Eagle Radio | \$ 5,000 | \$ - | \$ 5,000 | \$ 10,000 | \$ 5,000 | 100.00% | Amounts based on the average of budgetary funding recommendations submitted. |
| Dreamers Resource Center | \$ - | \$ 17,000 | \$ 17,000 | \$ 17,000 | \$ - | 0.00% | Amounts based on the average of budgetary funding recommendations submitted. |
| Veterans Resource Center | \$ - | \$ - | \$ 9,700 | \$ 9,700 | \$ - | 0.00% | Amounts based on the average of budgetary funding recommendations submitted. |
| Total Student Support | \$ 152,185 | \$ 138,221 | \$ 186,921 | \$ 186,800 | \$ 186,800 | 99.94% | |
| Total Programming and Student Support Expenses | \$ 505,511 | \$ 271,629 | \$ 609,413 | \$ 480,719 | \$ (128,694) | -21.12% | |
| Net Cost of Programming, Scholarships and Student Support | \$ 474,738 | \$ 242,467 | \$ 581,514 | \$ 453,869 | \$ (127,645) | -21.95% | |