

Operating Budget

2023-2024 3&9 Operating Budget

Approved by ASI Finance:

Approved by ASI BOD:

Approved by Administration:

The following is a draft of the 3&9 Organizational Operating Budget for the 2023-24 fiscal year.
Amounts are subject to revision by the ASI Board of Directors.

Area			2023-2024	2023-2024 3&9	Difference
Projected Revenue			\$ (1,348,288)	\$ (1,320,526)	\$ 27,762
Projected Personnel Expenditures			\$ 864,572	\$ 859,354	\$ (5,218)
Projected Corporate Expenditures			\$ 180,972	\$ 211,654	\$ 30,682
Projected Student Government Expenditures			\$ 191,888	\$ 175,866	\$ (16,022)
Projected Student & University Support Expenditures			\$ 407,029	\$ 404,529	\$ (2,500)
Area	Function	Program/Function Area			
Revenue	Prior Year Fee Collected	\$53.75 per student per year (\$26.88 - Fall & \$26.87 - Spring)	\$ (1,341,048.00)	\$ (1,312,451.00)	\$ 28,597
		Interest	\$ (3,500.00)	\$ (4,500.00)	\$ (1,000)
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (3,490.00)	\$ (3,325.00)	\$ 165
		Movie Ticket Sales	\$ (250.00)	\$ (250.00)	\$ -
Total Revenue			\$ (1,348,288)	\$ (1,320,526)	\$ 27,762
Personnel	Salaries and wages	Staff Salaries & PTO	\$ 455,207	\$ 455,207	\$ -
		Student Salaries	\$ 140,740	\$ 140,740	\$ -
	Benefits	Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 220,703	\$ 220,703	\$ 0
		VEBA trust administrative fee	\$ 1,000	\$ 1,000	\$ -
	Professional Development	Staff Development	\$ 4,500	\$ 4,500	\$ -
		Staff Travel to Seminars, Conferences, and Meetings	\$ 17,990	\$ 17,990	\$ (0)
		Tuition reimbursement	\$ 10,468	\$ 5,250	\$ (5,218)
		Membership Dues - Individual Professional Organizations	\$ 500	\$ 500	\$ -
	Employee recruitment	Live scan, posting positions, recruitment expenses	\$ 195	\$ 195	\$ -
	Human Resources Support	Human Resources (MOU)	\$ 5,150	\$ 5,150	\$ -
	Payroll Processing	Payroll Charges (MOU with USU)	\$ 8,119	\$ 8,119	\$ -
Total Personnel			\$ 864,572	\$ 859,354	\$ (5,218.42)

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Corporate Costs	Equipment and Office Infrastructure	Technology Equipment	\$ -	\$ 19,500	\$ 19,500
		Facility finishes - carpet, paint, repairs, etc.	\$ 7,500	\$ 7,500	\$ -
	Supplies and Services	Bank Charges	\$ 1,200	\$ 1,200	\$ -
		Operating Expenses (Supplies and Services)	\$ 11,778	\$ 11,778	\$ -
	Dues & Subscriptions	Dues (AOA, NACAS)	\$ 1,148	\$ 1,148	\$ (0)
		Subscriptions	\$ 11,080	\$ 11,080	\$ (0)
	Contracts, MOUs and Leases	University Accounting Services (MOU)	\$ 59,280	\$ 59,280	\$ -
		Auditing Services & Contractual Services (Contract)	\$ 35,508	\$ 42,408	\$ 6,900
		Fee Collection Services (MOU)	\$ 10,622	\$ 10,622	\$ -
		Insurance	\$ 8,000	\$ 8,000	\$ -
		Legal Services	\$ 5,000	\$ 5,000	\$ -
		IT Support Service Agreement- Admin Tech (University)	\$ 4,000	\$ 4,200	\$ 200
		Copier maintenance (Konica Minolta)	\$ -	\$ -	\$ -
	Total Corporate Costs			\$ 180,972	\$ 211,654
Student Government	Marketing and Advertisement	Marketing and Advertisement	\$ 7,000	\$ 7,000	\$ -
	Meeting Rooms	Rentals & AV	\$ 2,000	\$ 2,000	\$ -
	CSSA	Student Government Travel	\$ 15,580	\$ 19,365	\$ 3,785
	Leadership Development & Training	Leadership Development	\$ 19,133	\$ 17,848	\$ (1,285)
	Grant-In-Aid	Grant-In-Aid	\$ 148,174	\$ 129,653	\$ (18,522)
Total Student Government			\$ 191,888	\$ 175,866	\$ (16,022.22)

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Support for Student Programs and Services	Student Support	Student Organization Direct Funding and Co-sponsorships	\$ 50,000	\$ 50,000	\$ -
		Student Textbook Reimbursement Program	\$ 30,000	\$ 30,000	\$ -
		Programming & Advocacy	\$ 100,000	\$ 103,000	\$ 3,000
		Promotions - Bluebooks & Scantrons	\$ 16,700	\$ 16,700	\$ -
		Marketing, Advertisement & Promotions	\$ 38,800	\$ 38,800	\$ -
	Student Service	Committee Permits/Vouchers	\$ 7,750	\$ 2,250	\$ (5,500)
		ASI Service Award	\$ 2,000	\$ 2,000	\$ -
	University Programs	Children Care Center	\$ 140,779	\$ 140,779	\$ -
		EPIC	\$ 5,000	\$ 5,000	\$ -
		Dreamers Resource Center	\$ 7,500	\$ 7,500	\$ -
		Veterans Resource Center	\$ 4,500	\$ 4,500	\$ -
		Project Rebound	\$ 4,000	\$ 4,000	\$ -
Total Student & University Support			\$ 407,029	\$ 404,529	\$ (2,500.00)

Total Revenues	\$ (1,348,288)	\$ (1,320,526)
Total Expenditures	\$ 1,644,461	\$ 1,651,402
Net	\$ 296,173	\$ 330,876
Use of Reserves *	\$ (296,173)	\$ (330,876)

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Projected Student & University Support Expenditures	\$ 407,029	\$ 404,529	\$ (2,500)

* Reserves	Working Capital & Current Operations	15% of the operating budget	\$ 162,034	\$ 247,710	
	Planned Replacement & Acquisitions	recommendation for future purchases	\$ 8,000	\$ 15,000	
	Future Operations and Acquisitions	5% of the operating budget	\$ 85,450	\$ 82,570	
	Planned Future Operations	Discretionary reserve for programs, initiatives, and			
Required Total Reserves per Policy			\$ 255,484	\$ 345,280	

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Year End Net Asset @ 06/30/23	2,441,350.00
Operations*	-1,644,461.00
	796,889.00
<i>Less Reserve</i>	-345,280.45
<i>Available Reserve</i>	451,608.55
	-330,876.25
<i>Remaining reserve balance avail</i>	120,732.30

*Personnel	864,572.00
*Corporate	180,972.00
*Student Government	191,888.00
* University Support	407,029.00
	1,644,461.00