



MEMORANDUM

March 11, 2020

TO: William A. Covino, University President
Lisa Chavez, Vice President for Administration and CFO
Nancy Wada-McKee, Vice President for Student Life
Jennifer Miller, Associate Vice President for Student Life and Dean of Students *JM*

FROM: Jacquelyn Acosta, ASI President
Christopher Koo, ASI Vice President for Finance *CK*
Christopher Johnson, ASI Interim Executive Director *CJ*
Betty Kennedy, Director of Operations *BK*

CC: ASI Board of Directors, ASI Finance Committee, ASI Staff, and File

SUBJECT: 2019-20 ASI 6&6 Proposed Operating Budget Review

Attached is the 2019-20 6&6 Proposed Operating Budget approved by the Board of Directors of Associated Students, Incorporated on Thursday, February 20, 2020.

Once the proposed 6&6 budget is approved by the Dean of Students and Vice Presidents, we ask that the budget be forwarded to the President's Office for final approval.

If you have any questions, please contact Christopher Koo at asivpf@calstatela.edu or Christopher Johnson, cjohnson@calstatela.edu at 323-343-4778.

B U D G E T

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



ASSOCIATED STUDENTS, INC.

6 & 6 B U D G E T



2019 - 2020

- ASI BUDGET -

APPROVED BY:

William A. Covino

WILLIAM A. COVINO
UNIVERSITY PRESIDENT

4/21/2020

DATE

Lisa M. Chavez

LISA M. CHAVEZ
VP FOR ADMINISTRATION & CFO

3/20/2020

DATE

Nancy Wada-McKee

NANCY WADA-MCKEE
VP FOR STUDENT LIFE

3/18/2020

DATE

Jennifer Miller

JENNIFER MILLER
AVP FOR STUDENT LIFE & DEAN OF STUDENTS

3/14/20

DATE

Jacquelyn Acosta

JACQUELYN ACOSTA
ASI PRESIDENT

3.12.20

DATE

Christopher Koo

CHRISTOPHER KOO
ASI VICE PRESIDENT FOR FINANCE

3/13/20

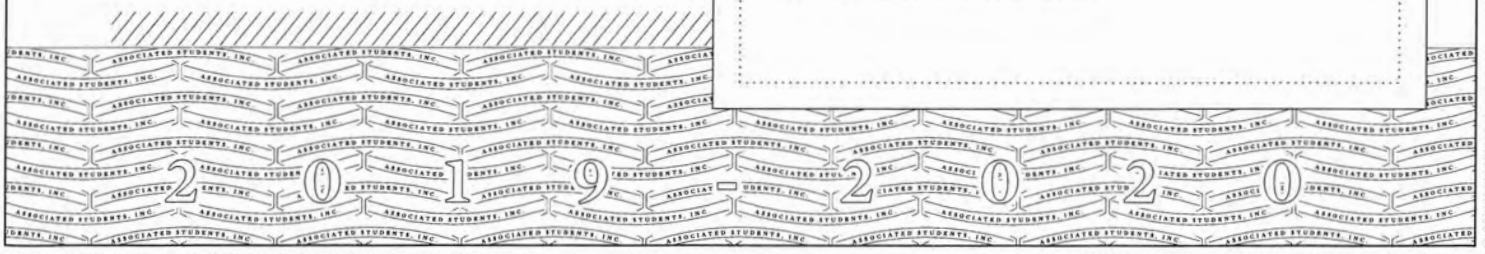
DATE

Christopher Johnson

CHRISTOPHER JOHNSON
ASI INTERIM EXECUTIVE DIRECTOR

3/13/2020

DATE



2019-20 Operating Budget Proposed 6 & 6 Budget

Draft: 02/20/2020 (rev)

The following is a draft of the Organizational Operating Budget for the 2019-20 fiscal year.

Amounts are subject to revision by the ASI Board of Directors.

Approved by ASI Finance:

2/14/2020

Approved by ASI BOD:

2/20/2020

Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change
Projected Revenue	\$ (1,447,395)	\$ (1,615,115)	\$ (1,602,115)	\$ 13,000	-0.90%
Projected Administration Expenditures	\$ 463,237	\$ 504,749	\$ 504,683	\$ (66)	-0.01%
Projected Student Government Expenditures	\$ 532,046	\$ 564,814	\$ 508,167	\$ (56,647)	-10.81%
Projected Student & University Support Expenditures	\$ 409,711	\$ 497,099	\$ 509,159	\$ 12,060	2.51%
Trailer System: ASI allocates 5% of the total trailer system funds toward reserves for contingency costs.	\$ 42,401.85	\$ 48,453.45	\$ 80,105.75	\$ 31,652	103.02%

Area	Function	Program/Function Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change	
Revenue	Projected Current Year Revenue	\$53.75 per student per year	\$ (1,413,395)	\$ (1,581,115)	\$ (1,581,115)	\$ -	0.00%	
		Interest	\$ (16,000)	\$ (16,000)	\$ (3,000)	\$ 13,000	-81.25%	
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (4,000)	\$ (4,000)	\$ (4,000)	\$ -	0.00%	
		Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
		Movie Ticket Sales	\$ (500)	\$ (500)	\$ (500)	\$ -	0.00%	
		Sea World Tickets	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
		Knott's Ticket Sales	\$ (500)	\$ (500)	\$ (500)	\$ -	0.00%	
		Consignment Sales	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ -	0.00%	
Total Revenue			\$ (1,447,395)	\$ (1,615,115)	\$ (1,602,115)	\$ 13,000	-0.90%	
Administration	Personnel	Staff Salaries & PTO	\$ 172,120	\$ 172,120	\$ 172,120	\$ -	0.00%	
		Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 73,318	\$ 104,452	\$ 104,452	\$ -	0.00%	
		Student Salaries	\$ 61,450	\$ 63,600	\$ 63,600	\$ -	0.00%	
			\$ 306,888	\$ 340,172	\$ 340,172	\$ -	0.00%	
	Supplies and Services	Staff Development	\$ 2,834	\$ 2,834	\$ 3,385	\$ 550	19.42%	
		Dues/Subscriptions	\$ 1,016	\$ 1,016	\$ 1,043	\$ 27	2.69%	
		Bank Charges	\$ 1,200	\$ 1,200	\$ 600	\$ (600)	-50.00%	
		Operating Expenses (Supplies and Services)	\$ 3,777	\$ 12,095	\$ 13,135	\$ 1,040	27.53%	
		Technology Related	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
		Payroll Charges	\$ 7,105	\$ 7,105	\$ 7,105	\$ -	0.00%	
		Human Resources	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%	
			\$ 20,932	\$ 29,250	\$ 30,268	\$ 1,018	4.86%	
	Travel	Seminars, Conferences, Memberships and Travel	\$ 4,798	\$ 4,798	\$ 3,714	\$ (1,084)	-22.59%	
	Contracts, MOUs and Leases	University Accounting Services	\$ 57,560	\$ 57,560	\$ 57,560	\$ -	0.00%	
		Auditing Services & Contractual Services	\$ 26,893	\$ 26,893	\$ 26,893	\$ -	0.00%	
		Fee Collection Services	\$ 10,622	\$ 10,622	\$ 10,622	\$ -	0.00%	
		Insurance	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.00%	
		Legal Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%	
		Lease Chargebacks	\$ 22,543	\$ 22,453	\$ 22,453	\$ -	0.00%	
			\$ 135,416	\$ 135,326	\$ 134,242	\$ (1,084)	-0.80%	
	Total Administration			\$ 463,237	\$ 504,749	\$ 504,683	\$ (66)	-0.01%

2019-20 Operating Budget Proposed 6 & 6 Budget

Draft: 02/20/2020 (rev)

The following is a draft of the Organizational Operating Budget for the 2019-20 fiscal year.

Amounts are subject to revision by the ASI Board of Directors.

Approved by ASI Finance: 2/14/2020

Approved by ASI BOD: 2/20/2020

Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change
Projected Revenue	\$ (1,447,395)	\$ (1,615,115)	\$ (1,602,115)	\$ 13,000	-0.90%
Projected Administration Expenditures	\$ 463,237	\$ 504,749	\$ 504,683	\$ (66)	-0.01%
Projected Student Government Expenditures	\$ 532,046	\$ 564,814	\$ 508,167	\$ (56,647)	-10.81%
Projected Student & University Support Expenditures	\$ 409,711	\$ 497,099	\$ 509,159	\$ 12,060	2.51%
Trailer System: ASI allocates 5% of the total trailer system funds toward reserves for contingency costs.	\$ 42,401.85	\$ 48,453.45	\$ 80,105.75	\$ 31,652	103.02%

Area	Function	Program/Function Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change
Student Government	Personnel	Staff Salaries & PTO	\$ 170,877	\$ 170,877	\$ 133,828	\$ (37,049)	-21.68%
		Student Salaries	\$ 40,500	\$ 45,750	\$ 45,750	\$ -	0.00%
		Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 81,212	\$ 99,149	\$ 99,149	\$ -	0.00%
			\$ 292,589	\$ 315,776	\$ 278,727	\$ (37,049)	-12.66%
	Supplies and Services	Technology Related	\$ 11,584	\$ 21,165	\$ 21,165	\$ -	0.00%
		Marketing and Advertisement, Hospitality	\$ 11,334	\$ 11,334	\$ 14,080	\$ 2,746	24.22%
		Operating Expenses	\$ 1,409	\$ 1,409	\$ 1,875	\$ 466	33.10%
		Dues/Subscriptions	\$ 4,698	\$ 4,698	\$ 4,698	\$ -	0.00%
		Amortization Expenses	\$ -	\$ -	\$ -	\$ -	#DIV/0!
		\$ 29,025	\$ 38,607	\$ 41,818	\$ 3,212	11.07%	
	CSSA	Student Government Travel	\$ 26,291	\$ 26,291	\$ 26,291	\$ (0)	0.00%
	FT Staff Travel	Travel (In State & Out of State)	\$ 9,178	\$ 9,178	\$ 4,313	\$ (4,865)	-53.00%
	ASI President's Budget	Hospitality	\$ 81	\$ 81	\$ 100	\$ 20	24.22%
		Leadership Development	\$ -	\$ -	\$ -	\$ -	#DIV/0!
		Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
		Programming	\$ 926	\$ 926	\$ 1,150	\$ 224	24.22%
	Leadership Development & Specialized Training	Leadership Development	\$ 30,241	\$ 30,241	\$ 30,241	\$ 0	0.00%
	Grant-In-Aid	Grant-In-Aid	\$ 143,716	\$ 143,716	\$ 125,527	\$ (18,189)	-12.66%
		\$ 210,432	\$ 210,432	\$ 187,622	\$ (22,810)	-10.84%	
	Total Student Government		\$ 532,046	\$ 564,814	\$ 508,167	\$ (56,647)	-10.65%

2019-20 Operating Budget Proposed 6 & 6 Budget
 Draft: 02/20/2020 (rev)

Approved by ASI Finance: 2/14/2020
 Approved by ASI BOD: 2/20/2020

The following is a draft of the Organizational Operating Budget for the 2019-20 fiscal year.
 Amounts are subject to revision by the ASI Board of Directors.

Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change		
Projected Revenue	\$ (1,447,395)	\$ (1,615,115)	\$ (1,602,115)	\$ 13,000	-0.90%		
Projected Administration Expenditures	\$ 463,237	\$ 504,749	\$ 504,683	\$ (66)	-0.01%		
Projected Student Government Expenditures	\$ 532,046	\$ 564,814	\$ 508,167	\$ (56,647)	-10.81%		
Projected Student & University Support Expenditures	\$ 409,711	\$ 497,099	\$ 509,159	\$ 12,060	2.51%		
Trailer System: ASI allocates 5% of the total trailer system funds toward reserves for contingency costs.							
	\$ 42,401.85	\$ 48,453.45	\$ 80,105.75	\$ 31,652	103.02%		
Area	Function	Program/Function Area	Budget 2019-20	Proposed 3&9 19-20	Proposed 6&6 19-20	Difference	% Change
Student & University Support	Student Support	Student Organization Direct Funding and Co-sponsorships	\$ 80,000	\$ 110,000	\$ 110,000	\$ -	0.00%
		Unrestricted Funding for the Finance Committee	\$ -	\$ -	\$ 5,580	\$ 5,580	#DIV/0!
		Programming & Advocacy	\$ 83,020	\$ 117,820	\$ 122,103	\$ 4,283	5.16%
		Marketing and Advertisement, Hospitality	\$ 42,061	\$ 69,250	\$ 70,952	\$ 1,702	4.05%
			\$ 205,082	\$ 297,070	\$ 308,635	\$ 11,565	5.64%
	Scholarships & Vouchers	Student Book Voucher Program	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.00%
		Committee Permits/Vouchers	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	0.00%
		ASI Scholarships	\$ -	\$ -	\$ -	\$ -	#DIV/0!
			\$ 17,250	\$ 17,250	\$ 17,250	\$ -	0.00%
	University Support	Children's Center	\$ 140,779	\$ 140,779	\$ 140,779	\$ -	0.00%
		EPIC	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.00%
		Dreamers Resource Center	\$ 13,000	\$ 13,000	\$ 13,000	\$ -	0.00%
		Veterans Resource Center	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	0.00%
		Food Pantry	\$ 10,000	\$ 10,000	\$ 10,495	\$ 495	4.95%
		ECST Acceleration Initiatives	\$ 4,600	\$ -	\$ -	\$ -	0.00%
		\$ 187,379	\$ 182,779	\$ 183,274	\$ 495	0.26%	
Total Student & University Support			\$ 409,711	\$ 497,099	\$ 509,159	\$ 12,060	2.94%
Total Revenues			\$ (1,447,395)	\$ (1,615,115)	\$ (1,602,115)		
Total Expenditures			\$ 1,447,395	\$ 1,615,115	\$ 1,602,115		
Net			\$ 0	\$ 0	\$ (0)		