



**ASSOCIATED STUDENTS, INC.**  
5154 STATE UNIVERSITY DRIVE, ROOM 203  
LOS ANGELES, CA 90032

## MEMORANDUM

May 21, 2021

**TO:** William A. Covino, University President  
Through Lisa Chavez, Vice President for Administration and CFO

**CC:** Carol Roberts-Corb, AVP Dean of Students  
Aaron Burgess, Interim AVP Dean of Students  
John Tchong, Director of Budget Administration

**FROM:** Diana Chavez, ASI President <sup>DS</sup> DC  
Barnaby Peake, ASI Executive Director <sup>DS</sup> B P

**SUBJECT:** 2020-21 9&3 ASI Revised Operating Budget

Attached is the 2020-21 9&3 Operating Budget submitted by ASI Vice President of Finance, Josue Montenegro, and approved by the Board of Directors of Associated Students, Incorporated on Thursday, April 29, 2021.

The budget revisions have been reviewed internally by the AVP Dean of Students and the University Director of Budget Administration and is ready for review and approval.

If you have any questions, please contact Barnaby Peake, [bpeake@calstatela.edu](mailto:bpeake@calstatela.edu), 714-931-6219 (cell).

B U D G E T

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



ASSOCIATED STUDENTS, INC.

9 & 3 B U D G E T



2019 - 2020

- ASI BUDGET -

APPROVED BY:

*William A. Covino* 6/8/21  
WILLIAM A. COVINO DATE  
UNIVERSITY PRESIDENT

DocuSigned by:  
*Lisa Chavez* 5/28/2021 | 14:06 PM PDT  
LISA M. CHAVEZ DATE  
VP FOR ADMINISTRATION & CFO

DocuSigned by:  
*John DeLong* 5/28/2021 | 12:49 PM PDT  
JOHN P. DELONG DATE  
DIRECTOR BUDGET ADMINISTRATION

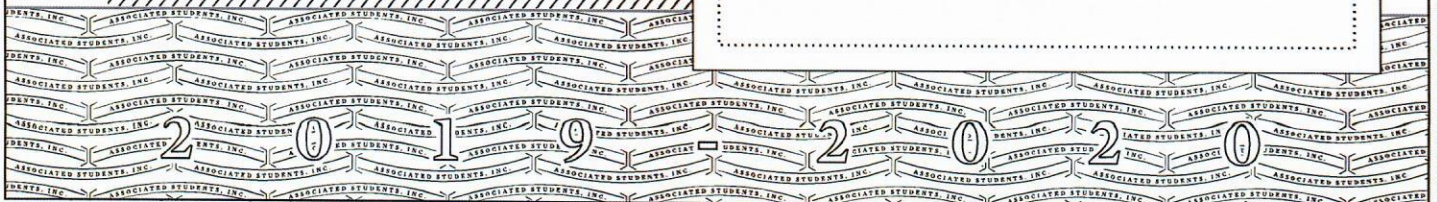
DocuSigned by:  
*Diana Chavez* 5/28/2021 | 12:48 PM PDT  
DIANA CHAVEZ DATE  
ASI PRESIDENT

DocuSigned by:  
*Bernady Wake* 5/28/2021 | 09:52 AM PDT  
BERNARDY WAKE DATE  
ASI EXECUTIVE DIRECTOR

SUBMITTED BY

DocuSigned by:  
*Joseph M. Negro* 5/28/2021 | 09:10 AM PDT  
JOSEPH M. NEGRO DATE  
ASI VICE PRESIDENT FOR FINANCE

DocuSigned by:  
*Dena Flores* 5/28/2021 | 08:59 AM PDT  
DENA FLORES DATE  
ASI ASSOCIATE EXECUTIVE DIRECTOR



Operating Budget Proposed 2020-2021 9&3 Operating Budget

Approved by ASI Finance: 4/23/2021  
 Approved by ASI BOD: 4/29/2021  
 Approved by Administration:

The following is a draft of the 9&3 Organizational Operating Budget for the 2020-21 fiscal year.  
 Amounts are subject to revision by the ASI Board of Directors.

Area	Function	Program/Function Area	Proposed 20-21 6&6 Budget	Proposed 20-21 9&3 Budget	Difference	
Revenue	Projected Revenue		\$ (1,552,822)	\$ (1,552,822)	\$ -	
	Projected Administration Expenditures		\$ 349,264	\$ 365,958	\$ 16,694	
	Projected Student Government Expenditures		\$ 342,895	\$ 366,225	\$ 23,330	
	Projected Student & University Support Expenditures		\$ 705,380	\$ 665,357	\$ (40,023)	
Trailer System: ASI allocates 10% of the total trailer system funds toward reserves for contingency costs.						
Administration	Revenue	Projected Current Year Revenue	\$ (1,546,359)	\$ (1,546,359)	\$ -	
		Interest	\$ (6,463)	\$ (6,463)	\$ -	
		Locker Revenue	\$ -	\$ -	\$ -	
		Miscellaneous Revenue	\$ -	\$ -	\$ -	
		Movie Ticket Sales	\$ -	\$ -	\$ -	
		Sea World Tickets	\$ -	\$ -	\$ -	
		Knott's Ticket Sales	\$ -	\$ -	\$ -	
		Consignment Sales	\$ -	\$ -	\$ -	
		<b>Total Revenue</b>		<b>\$ (1,552,822)</b>	<b>\$ (1,552,822)</b>	<b>\$ -</b>
		Personnel	Staff Salaries & PTO	\$ 84,502	\$ 86,486	\$ 1,984
			Student Salaries	\$ 46,996	\$ 43,156	\$ (3,840)
			Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 59,280	\$ 59,280	\$ -
Supplies and Services	Staff Development	\$ -	\$ -	\$ -		
	Dues/Subscriptions	\$ 1,043	\$ 1,043	\$ -		
	Bank Charges	\$ 600	\$ 300	\$ (300)		
	Operating Expenses (Supplies and Services)	\$ 6,983	\$ 24,983	\$ 18,000		
	Technology Related	\$ -	\$ 7,000	\$ 7,000		
	Payroll Charges	\$ 7,105	\$ 7,105	\$ -		
	Human Resources	\$ 5,150	\$ 5,150	\$ -		
	Seminars, Conferences, Memberships and Travel	\$ 350	\$ 350	\$ -		
	University Accounting Services	\$ 59,287	\$ 59,287	\$ -		
	Auditing Services & Contractual Services	\$ 26,893	\$ 26,893	\$ -		
Contracts, MOUs and Leases	Fee Collection Services	\$ 10,622	\$ 10,622	\$ -		
	Insurance	\$ 8,000	\$ 6,850	\$ (1,150)		
	Legal Services	\$ 10,000	\$ 5,000	\$ (5,000)		
	Lease Chargebacks	\$ 22,453	\$ 22,453	\$ -		
<b>Total Administration</b>		<b>\$ 349,264</b>	<b>\$ 365,958</b>	<b>\$ 16,694</b>		

**Operating Budget** Proposed 2020-2021 9&3 Operating Budget

Approved by ASI Finance: 4/23/2021  
 Approved by ASI BOD: 4/29/2021  
 Approved by Administration:

Approve: The following is a draft of the 9&3 Organizational Operating Budget for the 2020-21 fiscal year.  
 Amounts are subject to revision by the ASI Board of Directors.

Area	Function	Program/Function Area	Proposed 20-21 686 Budget	Proposed 20-21 983 Budget	Difference
Projected Revenue			\$ (1,552,822)	\$ (1,552,822)	\$ -
Projected Administration Expenditures			\$ 349,264	\$ 365,958	\$ 16,694
Projected Student Government Expenditures			\$ 342,895	\$ 366,225	\$ 23,330
Projected Student & University Support Expenditures			\$ 705,380	\$ 665,357	\$ (40,023)
<b>Trailer System: ASI allocates 10% of the total trailer system funds toward reserves for contingency costs.</b>					
			\$ 155,282.15	\$ 155,282.15	\$ -
<b>Area</b>	<b>Function</b>	<b>Program/Function Area</b>			<b>Difference</b>
Student Government	Personnel	Staff Salaries & PTO	\$ 79,586	\$ 74,591	\$ (4,996)
		Student Salaries	\$ 26,257	\$ 26,257	\$ -
		Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 56,504	\$ 56,504	\$ -
			\$ 162,347	\$ 157,352	\$ (4,996)
	Supplies and Services	Technology Related	\$ 9,824	\$ 44,824	\$ 35,000
		Marketing and Advertisement, Hospitality	\$ 9,850	\$ 9,850	\$ -
		Operating Expenses	\$ 1,875	\$ 1,875	\$ -
		Dues/Subscriptions	\$ 6,436	\$ 6,436	\$ -
		Amortization Expenses	\$ -	\$ -	\$ -
			\$ 27,985	\$ 62,985	\$ 35,000
			\$ 3,000	\$ 950	\$ (2,050)
CSSA	Student Government Travel	\$ 1,000	\$ 500	\$ (500)	
	FT Staff Travel	\$ 100	\$ 100	\$ -	
	ASI President's Budget				
	Leadership Development & Specialized Training				
	Grant-In-Aid				
		Supplies	\$ 1,000	\$ 1,000	\$ -
		Programming	\$ 6,000	\$ 6,000	\$ -
		Leadership Development	\$ 141,463	\$ 137,338	\$ (4,125)
		Grant-In-Aid	\$ 152,563	\$ 145,888	\$ (6,675)
<b>Total Student Government</b>			<b>\$ 342,895</b>	<b>\$ 366,225</b>	<b>\$ 23,330</b>

**Operating Budget** Proposed 2020-2021 9&3 Operating Budget

Approve:

The following is a draft of the 9&3 Organizational Operating Budget for the 2020-21 fiscal year.

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

Approved by ASI Finance:

Approved by ASI BOD:

Approved by Administration:

4/23/2021  
4/29/2021

Area	Function	Program/Function Area	Proposed 20-21 6&6 Budget	Proposed 20-21 9&3 Budget	Difference
Projected Revenue			\$ (1,552,822)	\$ (1,552,822)	\$ -
Projected Administration Expenditures			\$ 349,264	\$ 365,958	\$ 16,694
Projected Student Government Expenditures			\$ 342,895	\$ 366,225	\$ 23,330
Projected Student & University Support Expenditures			\$ 705,380	\$ 665,357	\$ (40,023)
Trailer System: ASI allocates 10% of the total trailer system funds toward reserves for contingency costs.					
Area	Function	Program/Function Area			Difference
Student Support		Student Organization Direct Funding and Co-sponsorships	\$ 102,000	\$ 64,000	\$ (38,000)
		Unrestricted Funding for the Finance Committee	\$ 317,976	\$ 167,805	\$ (150,171)
		Programming & Advocacy	\$ 48,950	\$ 48,950	\$ -
		Marketing and Advertisement, Hospitality	\$ 27,325	\$ 22,325	\$ (5,000)
		Student Book Voucher Program	\$ 496,251	\$ 303,080	\$ (193,171)
		Committee Permits/Vouchers	\$ 12,000	\$ 9,148	\$ (2,852)
		ASI Scholarships	\$ 7,750	\$ 7,750	\$ -
			\$ 2,000	\$ 2,000	\$ -
			\$ 21,750	\$ 18,898	\$ (2,852)
			\$ 140,779	\$ 140,779	\$ -
Student & University Support		Children's Center	\$ 10,000	\$ 10,000	\$ -
		EPIC	\$ 13,000	\$ 13,000	\$ -
		Dreamers Resource Center	\$ 9,000	\$ 9,000	\$ -
		Veterans Resource Center	\$ 10,000	\$ 60,000	\$ 50,000
		Food Pantry (Student Basic Needs)	\$ -	\$ 100,000	\$ 100,000
University Support		Student Basic Needs	\$ -	\$ 6,000	\$ 6,000
		Project Rebound	\$ 4,600	\$ 4,600	\$ -
		ECST Acceleration Initiatives	\$ 187,379	\$ 343,379	\$ 156,000
<b>Total Student &amp; University Support</b>			<b>\$ 705,380</b>	<b>\$ 665,357</b>	<b>\$ (40,023)</b>
Total Revenues			\$ (1,552,822)	\$ (1,552,822)	\$ -
Total Expenditures			\$ 1,552,821	\$ 1,552,822	\$ 1
Net			\$ (0)	\$ 0	\$ 0