



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

MEMORANDUM

November 28, 2022

TO: William A. Covino, University President
Through Joyce Williams, Vice President for Administration and CFO

CC: Danielle Chambers, AVP for Student Life and Dean of Students
John Tcheng, Director of Budget Administration

FROM: Brian Nguyen, ASI President ^{DS} BN
Barnaby Peake, ASI Executive Director ^{DS} B.P.

SUBJECT: 2022-2023 ASI 3&9 Proposed Operating Budget Review

Attached is the 2022-2023 ASI Operating Budget submitted by ASI Vice President of Finance, Andrew Klein, and approved by the Board of Directors of Associated Students, Incorporated on Thursday, October 20, 2022.

The budget revisions have been reviewed internally by the AVP for Student Life and 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, 3-5858 ext.

B U D G E T

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



ASSOCIATED STUDENTS, INC.

2022 - 2023

3 & 9 B U D G E T



2022 - 2023

- ASI BUDGET -

APPROVED BY:

DocuSigned by:

President Covino

12/23/2022 | 15:39 PM PST

WILLIAM COVINO

DATE

UNIVERSITY PRESIDENT

DocuSigned by:

Joyce Williams

12/15/2022 | 11:29 AM PST

JOYCE WILLIAMS

DATE

VP FOR ADMINISTRATION & CFO

DocuSigned by:

John Feheng

12/14/2022 | 16:49 PM PST

JOHN FEHENG

DATE

DIRECTOR BUDGET ADMINISTRATION

DocuSigned by:

Brian Nguyen

12/7/2022 | 08:37 AM PST

BRIAN NGUYEN

DATE

ASI PRESIDENT

DocuSigned by:

Bryan Feheng

12/6/2022 | 20:06 PM PST

BRYAN FEHENG

DATE

ASI EXECUTIVE DIRECTOR

SUBMITTED BY

DocuSigned by:

Andrew Klein

12/13/2022 | 14:01 PM PST

ANDREW KLEIN

DATE

ASI VICE PRESIDENT FOR FINANCE

DocuSigned by:

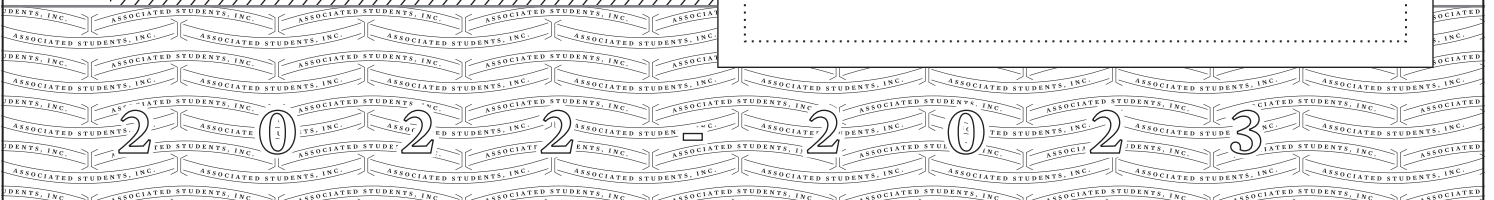
Dena Flores

12/9/2022 | 13:17 PM PST

DENA FLORES

DATE

ASI ASSOCIATE EXECUTIVE DIRECTOR



Operating Budget

2022-2023 3&9 Operating Budget

Approved by ASI Finance:

10/14/2022

Approved by ASI BOD:

10/20/2022

The following is a draft of the 3&9 Organizational Operating Budget for the 2022-23 fiscal year.
Amounts are subject to revision by the ASI Board of Directors.

Approved by Administration:

Area			2022-2023	3 & 9 Budget	Difference
Projected Revenue			\$ (2,147,195)	\$ (2,179,923)	\$ (32,728)
Projected Personnel Expenditures			\$ 782,252	\$ 788,253	\$ 6,001
Projected Corporate Expenditures			\$ 184,333	\$ 205,046	\$ 20,713
Projected Student Government Expenditures			\$ 247,094	\$ 232,203	\$ (14,891)
Projected Student & University Support Expenditures			\$ 509,229	\$ 530,133	\$ 20,904
Reserves *			\$ 424,288	\$ 424,288	\$ -
Area	Function	Program/Function Area			
Revenue	Projected Current Year Revenue	\$53.75 per student per year	\$ (1,388,360.00)	\$ (1,383,362.00)	\$ 4,998
		Interest	\$ (3,500.00)	\$ (3,500.00)	\$ -
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (4,000.00)	\$ (4,000.00)	\$ -
		Previous Year Rollover Revenue	\$ (751,085.00)	\$ (783,911.00)	\$ (32,826)
		Movie Ticket Sales	\$ (250.00)	\$ (250.00)	\$ -
		Miscellaneous		\$ (4,900.00)	\$ -
		Knott's Ticket Sales			\$ -
		Consignment Sales			\$ -
Total Revenue			\$ (2,147,195)	\$ (2,179,923)	\$ (27,828)
Personnel	Salaries and wages	Staff Salaries & PTO	\$ 399,050	\$ 399,050	\$ 0
		Student Salaries	\$ 115,950	\$ 115,950	\$ -
	Benefits	Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 225,641	\$ 225,641	\$ 0
		VEBA trust administrative fee	\$ 1,000	\$ 1,000	\$ -
	Professional Development	Staff Development	\$ 4,933	\$ 4,933	\$ 0
		Staff Travel to Seminars, Conferences, and Meetings	\$ 21,715	\$ 27,715	\$ 6,000
		Tuition reimbursement			\$ -
		Individual membership dues to professional organizations	\$ 500	\$ 500	\$ -
	Employee recruitment	Live scan, posting positions, recruitment expenses	\$ 195	\$ 195	\$ -
	Human Resources Support	Human Resources (MOU)	\$ 5,150	\$ 5,150	\$ -
	HR Compliance membership				\$ -
	Payroll Processing	Payroll Charges (MOU with USU)	\$ 8,119	\$ 8,119	\$ -
Total Personnel			\$ 782,252	\$ 788,253	\$ 6,000.92

Operating Budget

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Reserves *			\$ 424,288	\$ 424,288	\$ -
Area	Function	Program/Function Area			
Corporate Costs		Technology Equipment	\$ 5,369	\$ 12,000	\$ 6,631
		Facility finishes - carpet, paint, repairs, etc.	\$ 12,644	\$ 26,726	\$ 14,082
		Bank Charges	\$ 1,200	\$ 1,200	\$ -
	Supplies and Services	Operating Expenses (Supplies and Services)	\$ 7,728	\$ 7,728	\$ -
		Dues	\$ 1,095	\$ 1,095	\$ (0)
	Dues & Subscriptions	Subcriptions	\$ 10,927	\$ 10,927	\$ (0)
		University Accounting Services (MOU)	\$ 59,287	\$ 59,287	\$ -
	Contracts, MOUs and Leases	Auditing Services & Contractual Services (Contract)	\$ 35,508	\$ 35,508	\$ -
		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	\$ 4,000	\$ -
		Copier lease	\$ 500	\$ 500	\$ -
		Lease Chargebacks	\$ 22,453	\$ 22,453	\$ -
	Total Corporate Costs		\$ 184,333	\$ 205,046	\$ 20,713.27
Student Government	Marketing and Advertistment, Hospitality	Marketing and Advertistment, Hospitality	\$ 7,000	\$ 7,000	\$ -
	CSSA	Student Government Travel	\$ 39,651	\$ 39,651	\$ -
	ASI President's Discretionary Budget	Hospitality	\$ 100	\$ 100	\$ -
		Leadership Development			\$ -
		Supplies			\$ -
		Programming	\$ 1,000	\$ 1,000	\$ -
	Leadership Development & Training	Leadership Development	\$ 35,064	\$ 49,064	\$ 14,000
	Grant-In-Aid	Grant-In-Aid	\$ 164,279	\$ 135,388	\$ (28,891)
Total Student Government			\$ 247,094	\$ 232,203	\$ (14,890.58)

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Reserves *			\$ 424,288	\$ 424,288	\$ -
Area	Function	Program/Function Area			
Support for Student Programs and Services	Student Support	Student Organization Direct Funding and Co-sponsorships	\$ 95,000	\$ 95,000	\$ -
		Student Textbook Reimbursement Program	\$ 35,000	\$ 40,250	\$ 5,250
		Student Basic Needs	\$ -		\$ -
		Programming & Advocacy	\$ 132,600	\$ 149,854	\$ 17,254
		Marketing and Advertisment, Hospitality	\$ 49,500	\$ 52,500	\$ 3,000
	Student Service	Committee Permits/Vouchers	\$ 7,750	\$ 7,750	\$ -
		ASI Scholarships & Awards	\$ 2,000	\$ 2,000	\$ -
	University Programs	Children Care Center	\$ 140,779	\$ 140,779	\$ -
		EPIC	\$ 10,000	\$ 10,000	\$ -
		Dreamers Resource Center	\$ 15,000	\$ 15,000	\$ -
		Veterans Resource Center	\$ 9,000	\$ 9,000	\$ -
		Project Rebound	\$ 8,000	\$ 8,000	\$ -
Summer Launch		\$ 4,600	\$ -	\$ (4,600)	
Total Student & University Support		\$ 509,229	\$ 530,133	\$ 20,904.00	

Total Revenues	\$ (2,147,195)	\$ (2,179,923)
Total Expenditures	\$ 2,147,195	\$ 2,179,923
Net	\$ 0	\$ -

2022-2023					
* Reserves	Working Capital		\$ 210,460	\$ 210,460	
	Current Operations		\$ 62,472	\$ 62,472	
	Capital Replacement		\$ 100,000	\$ 100,000	
	Planned Future Operations	Discretionary reserve for programs, initiatives, and	\$ 51,356	\$ 51,356	
Total Reserves			\$ 424,288	\$ 424,288	