



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

MEMORANDUM

March 15, 2023

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 6&6 Proposed Operating Budget Review

Attached is the 2022-2023 ASI 6&6 Operating Budget submitted by ASI Vice President of Finance, Andrew Klein, and approved by the Board of Directors of Associated Students, Incorporated on Thursday, February 23, 2023.

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

6 & 6 B U D G E T



2022 - 2023

- ASI BUDGET -

APPROVED BY:

DocuSigned by:

William A. Covino

4/7/2023 | 17:00 PM PDT

C8CB6332086D434...

WILLIAM A. COVINO

DATE

UNIVERSITY PRESIDENT

DocuSigned by:

Joyce Williams

3/20/2023 | 20:49 PM PDT

5079C549FC15A...

JOYCE WILLIAMS

DATE

VP FOR ADMINISTRATION & CFO

DocuSigned by:

John Tehung

3/17/2023 | 20:57 PM PDT

665B0B854770437...

JOHN TEHUNG

DATE

DIRECTOR BUDGET ADMINISTRATION

DocuSigned by:

Brian Nguyen

3/17/2023 | 20:04 PM PDT

7F9AD863D9DB400...

BRIAN NGUYEN

DATE

ASI PRESIDENT

DocuSigned by:

Barbara Fleake

3/16/2023 | 18:53 PM PDT

687E5401FF17E...

BARBARA FLEAKE

DATE

ASI EXECUTIVE DIRECTOR

SUBMITTED BY

DocuSigned by:

Andrew Klein

3/17/2023 | 17:14 PM PDT

25A08F0E87D44A...

ANDREW KLEIN

DATE

ASI VICE PRESIDENT FOR FINANCE

DocuSigned by:

Dena Florez

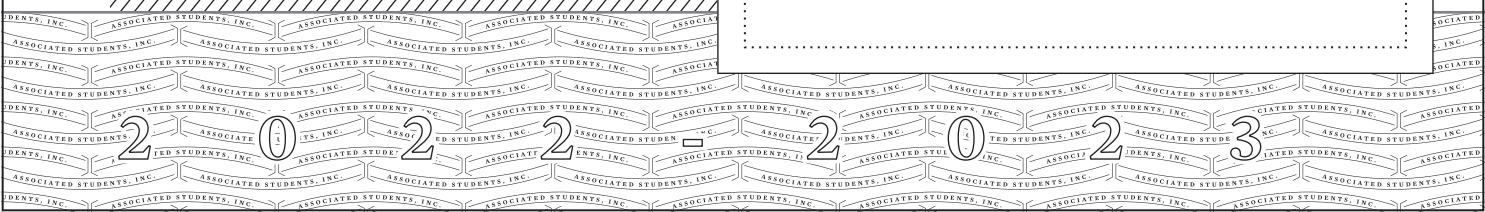
3/16/2023 | 18:38 PM PDT

2987E6B330143...

DENA FLOREZ

DATE

ASI ASSOCIATE EXECUTIVE DIRECTOR



Operating Budget

2022-2023 6&6 Operating Budget

Approved by ASI Finance:

2/17/2023

Approved by ASI BOD:

2/23/2023

Approved by Administration:

The following is a draft of the 6&6 Organizational Operating Budget for the 2022-23 fiscal year.
Amounts are subject to revision by the ASI Board of Directors.

Area			3 & 9 Budget	6&6 Budget	Difference
Projected Revenue			\$ (2,179,923)	\$ (2,183,423)	
Projected Personnel Expenditures			\$ 788,253	\$ 788,253	
Projected Corporate Expenditures			\$ 205,046	\$ 205,046	
Projected Student Government Expenditures			\$ 232,203	\$ 196,211	
Projected Student & University Support Expenditures			\$ 530,133	\$ 569,625	
Reserves *			\$ 424,288	\$ 424,288	\$ -
Area	Function	Program/Function Area			
Revenue	Projected Current Year Revenue	\$53.75 per student per year	\$ (1,383,362.00)	\$ (1,383,362.00)	\$ -
		Interest	\$ (3,500.00)	\$ (7,000.00)	\$ (3,500)
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (4,000.00)	\$ (4,000.00)	\$ -
		Previous Year Rollover Revenue	\$ (783,911.00)	\$ (783,911.00)	\$ -
		Movie Ticket Sales	\$ (250.00)	\$ (250.00)	\$ -
		Miscellaneous	\$ (4,900.00)	\$ (4,900.00)	\$ -
		Knott's Ticket Sales			\$ -
		Consignment Sales			\$ -
Total Revenue			\$ (2,179,923)	\$ (2,183,423)	\$ (3,500)
Personnel	Salaries and wages	Staff Salaries & PTO	\$ 399,050	\$ 399,050	\$ -
		Student Salaries	\$ 115,950	\$ 115,950	\$ -
	Benefits	Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 225,641	\$ 225,641	\$ -
		VEBA trust administrative fee	\$ 1,000	\$ 1,000	\$ -
	Professional Development	Staff Development	\$ 4,933	\$ 4,933	\$ -
		Staff Travel to Seminars, Conferences, and Meetings	\$ 27,715	\$ 27,715	\$ -
		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			\$ 788,253	\$ 788,253

Operating Budget 2022-2023 6&6 Operating Budget

Approved by ASI Finance: 2/17/2023
Approved by ASI BOD: 2/23/2023
Approved by Administration:

*The following is a draft of the 6&6 Organizational Operating Budget for the 2022-23 fiscal year.
 Amounts are subject to revision by the ASI Board of Directors.*

Area			3 & 9 Budget	6&6 Budget	Difference
Projected Revenue			\$ (2,179,923)	\$ (2,183,423)	
Projected Personnel Expenditures			\$ 788,253	\$ 788,253	
Projected Corporate Expenditures			\$ 205,046	\$ 205,046	
Projected Student Government Expenditures			\$ 232,203	\$ 196,211	
Projected Student & University Support Expenditures			\$ 530,133	\$ 569,625	
Reserves *			\$ 424,288	\$ 424,288	\$ -
Area	Function	Program/Function Area			
Corporate Costs		Technology Equipment	\$ 12,000	\$ 12,000	\$ -
		Facility finishes - carpet, paint, repairs, etc.	\$ 26,726	\$ 26,726	\$ -
	Supplies and Services	Bank Charges	\$ 1,200	\$ 1,200	\$ -
		Operating Expenses (Supplies and Services)	\$ 7,728	\$ 7,728	\$ -
	Dues & Subscriptions	Dues	\$ 1,095	\$ 1,095	\$ -
		Subscriptions	\$ 10,927	\$ 10,927	\$ -
	Contracts, MOUs and Leases	University Accounting Services (MOU)	\$ 59,287	\$ 59,287	\$ -
		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			\$ 205,046	\$ 205,046	\$ -
Student Government	Marketing and Advertisement, Hospitality	Marketing and Advertisement, Hospitality	\$ 7,000	\$ 7,000	\$ -
	CSSA	Student Government Travel	\$ 39,651	\$ 39,651	\$ -
		Hospitality	\$ 100	\$ 100	\$ -
	ASI President's Discretionary Budget	Leadership Development			\$ -
		Supplies			\$ -
		Programming	\$ 1,000	\$ 1,000	\$ -
	Leadership Development & Training	Leadership Development	\$ 49,064	\$ 49,064	\$ -
Grant-In-Aid	Grant-In-Aid	\$ 135,388	\$ 99,396	\$ (35,992)	
Total Student Government			\$ 232,203	\$ 196,211	\$ (35,991.96)

Operating Budget 2022-2023 6&6 Operating Budget

Approved by ASI Finance: 2/17/2023
Approved by ASI BOD: 2/23/2023
Approved by Administration:

*The following is a draft of the 6&6 Organizational Operating Budget for the 2022-23 fiscal year.
 Amounts are subject to revision by the ASI Board of Directors.*

Area			3 & 9 Budget	6&6 Budget	Difference
Projected Revenue			\$ (2,179,923)	\$ (2,183,423)	
Projected Personnel Expenditures			\$ 788,253	\$ 788,253	
Projected Corporate Expenditures			\$ 205,046	\$ 205,046	
Projected Student Government Expenditures			\$ 232,203	\$ 196,211	
Projected Student & University Support Expenditures			\$ 530,133	\$ 569,625	
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	\$ 40,250	\$ 40,750	\$ 500
		Student Basic Needs			\$ -
		Programming & Advocacy	\$ 149,854	\$ 185,846	\$ 35,992
		Marketing and Advertisement, Hospitality	\$ 52,500	\$ 55,500	\$ 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)
Total Student & University Support			\$ 530,133	\$ 569,625	\$ 34,892.00

Total Revenues	\$ (2,179,923)	\$ (2,183,423)
Total Expenditures	\$ 2,179,923	\$ 2,183,423
Net	\$ -	\$ 0

* Reserves	Working Capital	\$ 210,460	\$ 210,460
	Current Operations	\$ 62,472	\$ 62,472
	Capital Replacement	\$ 100,000	\$ 100,000
	Planned Future Operations	\$ 51,356	\$ 51,356
Total Reserves		\$ 424,288	\$ 424,288