

B U D G E T

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



ASSOCIATED STUDENTS, INC.

2023 - 2024

B U D G E T



2023 - 2024

- ASI BUDGET -

APPROVED BY:

DocuSigned by:
William Covino 5/24/2023 | 13:26 PM PDT
 W128283308D424
 UNIVERSITY PRESIDENT DATE

DocuSigned by:
Aaron E. King 5/22/2023 | 11:10 AM PDT
 Q153508509045C...
 VP FOR ADMINISTRATION & CFO DATE

DocuSigned by:
Carlos Beltran 5/22/2023 | 10:04 AM PDT
 CA24205085E100
 DIRECTOR BUDGET ADMINISTRATION DATE

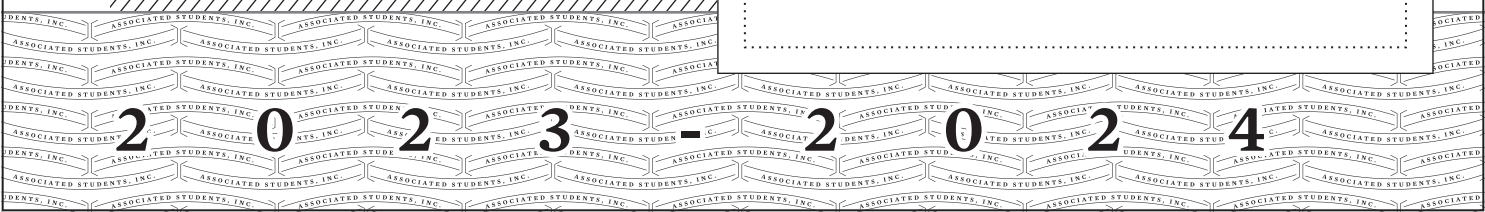
DocuSigned by:
Brian Nguyen 5/22/2023 | 10:03 AM PDT
 7F9A86309D440
 ASI PRESIDENT DATE

DocuSigned by:
Theresa Vede 5/22/2023 | 08:34 AM PDT
 BA1817E91F77A
 ASI EXECUTIVE DIRECTOR DATE

SUBMITTED BY

DocuSigned by:
Andrew Klein 5/19/2023 | 11:21 AM PDT
 A12F88F0E87D44A
 ASI VICE PRESIDENT FOR FINANCE DATE

DocuSigned by:
Dena Flores 5/16/2023 | 18:30 PM PDT
 D197E0330143Z
 ASI ASSOCIATE EXECUTIVE DIRECTOR DATE





MEMORANDUM

May 11, 2023

TO: William A. Covino, University President
Through Queen King, Vice President for Administration and CFO

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

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

SUBJECT: 2023-2024 ASI Proposed Operating Budget Review

Attached is the 2023-2024 ASI Operating Budget submitted by Andrew Klein, ASI Vice President of Finance, and approved by the Board of Directors of Associated Students, Incorporated on Thursday, May 11, 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, or via phone at 323-343-5858.

Operating Budget

2023-2024 Operating Budget

Approved by ASI Finance:

Friday, May 5, 2023

Approved by ASI BOD:

Thursday, May 11, 2023

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

Approved by Administration:

Area			2022-2023	9&3 Budget	2023-2024	Difference
Projected Revenue			\$ (2,147,195)	\$ (2,185,923)	\$ (1,899,945)	\$ (285,978)
Projected Personnel Expenditures			\$ 782,252	\$ 775,859	\$ 864,572	\$ 88,714
Projected Corporate Expenditures			\$ 184,333	\$ 214,417	\$ 180,972	\$ (33,445)
Projected Student Government Expenditures			\$ 247,094	\$ 164,366	\$ 191,888	\$ 27,522
Projected Student & University Support Expenditures			\$ 509,229	\$ 479,625	\$ 407,029	\$ (72,596)
Reserves *			\$ 424,288	\$ 551,657	\$ 255,484	\$ (296,173)
Area	Function	Program/Function Area				
Revenue	Projected Current Year Revenue	\$53.75 per student per year (\$26.88 - Fall & \$26.87 - Spring)	\$ (1,388,360.00)	\$ (1,383,362.00)	\$ (1,341,048.00)	\$ (42,314)
		Interest	\$ (3,500.00)	\$ (10,000.00)	\$ (3,500.00)	\$ (6,500)
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (4,000.00)	\$ (3,500.00)	\$ (3,490.00)	\$ (10)
		Previous Year Rollover Revenue	\$ (751,085.00)	\$ (783,911.00)	\$ (551,657.00)	\$ (232,254)
		Movie Ticket Sales	\$ (250.00)	\$ (250.00)	\$ (250.00)	\$ -
		Miscellaneous		\$ (4,900.00)		\$ (4,900)
		Knott's Ticket Sales				\$ -
		Consignment Sales				\$ -
Total Revenue			\$ (2,147,195)	\$ (2,185,923)	\$ (1,899,945)	\$ (285,978)
Personnel	Salaries and wages	Staff Salaries & PTO	\$ 399,050	\$ 399,050	\$ 455,207	\$ 56,157
		Student Salaries	\$ 115,950	\$ 115,950	\$ 140,740	\$ 24,790
	Benefits	Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 225,641	\$ 225,641	\$ 220,703	\$ (4,938)
		VEBA trust administrative fee	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
	Professional Development	Staff Development	\$ 4,933	\$ 4,933	\$ 4,500	\$ (433)
		Staff Travel to Seminars, Conferences, and Meetings	\$ 21,715	\$ 15,321	\$ 17,990	\$ 2,670
		Tuition reimbursement			\$ 10,468	\$ 10,468
		Membership Dues - Individual Professional Organizations	\$ 500	\$ 500	\$ 500	\$ -
	Employee recruitment	Live scan, posting positions, recruitment expenses	\$ 195	\$ 195	\$ 195	\$ -
	Human Resources Support	Human Resources (MOU)	\$ 5,150	\$ 5,150	\$ 5,150	\$ -
	Payroll Processing	Payroll Charges (MOU with USU)	\$ 8,119	\$ 8,119	\$ 8,119	\$ -
Total Personnel			\$ 782,252	\$ 775,859	\$ 864,572	\$ 88,713.83

Operating Budget

2023-2024 Operating Budget

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Approved by ASI BOD:

Thursday, May 11, 2023

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Projected Personnel Expenditures			\$ 782,252	\$ 775,859	\$ 864,572	\$ 88,714
Projected Corporate Expenditures			\$ 184,333	\$ 214,417	\$ 180,972	\$ (33,445)
Projected Student Government Expenditures			\$ 247,094	\$ 164,366	\$ 191,888	\$ 27,522
Projected Student & University Support Expenditures			\$ 509,229	\$ 479,625	\$ 407,029	\$ (72,596)
Reserves *			\$ 424,288	\$ 551,657	\$ 255,484	\$ (296,173)
Corporate Costs	Equipment and Office Infrastructure	Technology Equipment	\$ 5,369	\$ 12,000	\$ -	\$ (12,000)
		Facility finishes - carpet, paint, repairs, etc.	\$ 12,644	\$ 22,886	\$ 7,500	\$ (15,386)
	Supplies and Services	Bank Charges	\$ 1,200	\$ 228	\$ 1,200	\$ 972
		Operating Expenses (Supplies and Services)	\$ 7,728	\$ 21,910	\$ 11,778	\$ (10,132)
	Dues & Subscriptions	Dues (AOA, NACAS)	\$ 1,095	\$ 1,095	\$ 1,148	\$ 53
		Subscriptions	\$ 10,927	\$ 10,927	\$ 11,080	\$ 153
	Contracts, MOUs and Leases	University Accounting Services (MOU)	\$ 59,287	\$ 59,287	\$ 59,280	\$ (7)
		Auditing Services & Contractual Services (Contract)	\$ 35,508	\$ 35,508	\$ 35,508	\$ -
		Fee Collection Services (MOU)	\$ 10,622	\$ 10,622	\$ 10,622	\$ -
		Insurance	\$ 8,000	\$ 8,000	\$ 8,000	\$ -
		Legal Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
		IT Support Service Agreement- Admin Tech (University)	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
		Copier maintenance (Konica Minolta)	\$ 500	\$ 500	\$ -	\$ (500)
	Lease Chargebacks (U-SU MOU)	\$ 22,453	\$ 22,453	\$ 25,855	\$ 3,402	
	Total Corporate Costs			\$ 184,333	\$ 214,417	\$ 180,972
Student Government	Marketing and Advertisement	Marketing and Advertisement	\$ 7,000	\$ 7,000	\$ 7,000	\$ -
	Meeting Rooms	Rentals & AV			\$ 2,000	
	CSSA	Student Government Travel	\$ 39,651	\$ 17,676	\$ 15,580	\$ (2,096)
	Leadership Development & Training	Leadership Development	\$ 35,064	\$ 49,064	\$ 19,133	\$ (29,931)
	Grant-In-Aid	Grant-In-Aid	\$ 164,279	\$ 89,526	\$ 148,174	\$ 58,649
Total Student Government			\$ 245,994	\$ 163,266	\$ 191,888	\$ 26,622.26

Operating Budget

2023-2024 Operating Budget

Approved by ASI Finance:

Friday, May 5, 2023

Approved by ASI BOD:

Thursday, May 11, 2023

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Projected Personnel Expenditures		\$ 782,252	\$ 775,859	\$ 864,572	\$ 88,714	
Projected Corporate Expenditures		\$ 184,333	\$ 214,417	\$ 180,972	\$ (33,445)	
Projected Student Government Expenditures		\$ 247,094	\$ 164,366	\$ 191,888	\$ 27,522	
Projected Student & University Support Expenditures		\$ 509,229	\$ 479,625	\$ 407,029	\$ (72,596)	
Reserves *		\$ 424,288	\$ 551,657	\$ 255,484	\$ (296,173)	
Support for Student Programs and Services	Student Support	Student Organization Direct Funding and Co-sponsorships	\$ 95,000	\$ 65,000	\$ 50,000	\$ (15,000)
		Student Textbook Reimbursement Program	\$ 35,000	\$ 40,750	\$ 30,000	\$ (10,750)
		Programming & Advocacy	\$ 132,600	\$ 125,846	\$ 100,000	\$ (25,846)
		Promotions - Bluebooks & Scantrons			\$ 16,700	
	Student Service	Marketing, Advertisement & Promotions	\$ 49,500	\$ 55,500	\$ 38,800	\$ (16,700)
		Committee Permits/Vouchers	\$ 7,750	\$ 7,750	\$ 7,750	\$ -
	University Programs	ASI Service Award	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
		Children Care Center	\$ 140,779	\$ 140,779	\$ 140,779	\$ -
		EPIC	\$ 10,000	\$ 10,000	\$ 5,000	\$ (5,000)
		Dreamers Resource Center	\$ 15,000	\$ 15,000	\$ 7,500	\$ (7,500)
		Veterans Resource Center	\$ 9,000	\$ 9,000	\$ 4,500	\$ (4,500)
		Project Rebound	\$ 8,000	\$ 8,000	\$ 4,000	\$ (4,000)
	Summer Launch		\$ 4,600		\$ -	\$ -
	Total Student & University Support		\$ 509,229	\$ 479,625	\$ 407,029	\$ (89,296.00)

Total Revenues	\$ (2,147,195)	\$ (2,185,923)	\$ (1,899,945)
Total Expenditures	\$ 2,147,195	\$ 2,185,923	\$ 1,899,945
Net	\$ 0	\$ (0)	\$ (0)

* Reserves	Working Capital & Current Operations	15% of the operating budget	\$ 210,460	\$ 337,829	\$ 162,034
	Planned Replacement & Acquisitions	recommendation for future purchases	\$ 62,472	\$ 62,472	\$ 8,000
	Future Operations and Acquisitions	5% of the operating budget	\$ 100,000	\$ 100,000	\$ 85,450
	Planned Future Operations	Discretionary reserve for programs, initiatives, and	\$ 51,356	\$ 51,356	
Total Reserves			\$ 424,288	\$ 551,657	\$ 255,484