

Expenses	Cost Center -note where SFAC funds to be transferred	Approved Budget for 2014-2015	Actual Budget for 2014-2015	Approved Budget for 2015-2016	Projected Actual for 2015-2016	Budget Request for 2016-2017
Salaries and Wages	Select one					
Exempt Category Employee Salaries						
Non-Exempt Employee Salaries						
Lump Sum Wages (Itemize below)						
Student Workers (NCWS)						
Student Workers (Graduate Students)						
Student Leader Stipends	SSF (3049)	45,294	44,281			
New Position Request						
Other Temporary Workers						
Mandated/Merit Increments						
Shift Differential						
Overtime						
Total Salaries and Wages		45,294	44,281	0	0	0

Fringe Benefits	Select one					
FICA	SSF (3049) / Other / Both	3,464	805			
Insurance	SSF (3049) / Other / Both					
Retirement	SSF (3049) / Other / Both					
Unemployment	SSF (3049) / Other / Both	250	244			
Worker's Compensation	SSF (3049) / Other / Both		199			
Employee Benefits Vacation Pool (.5% benefits eligible staff)	SSF (3049) / Other / Both					
Longevity	SSF (3049) / Other / Both					
Total Fringe Benefits		3,714	1,248	0	0	0

Other Expenses	Select one					
Information Technology (formerly telecommunications)	Both	2,184	2,255	2,255	2,255	2,255
UH Postal/freight	Both	13,500	6,899	7,500	7,500	7,500
Distribution/Street Team	Both					
Printing	Both	74,100	73,594	75,000	80,945	80,945
FY13 Printing Carryover	Both					
Non Overnight Travel	Both		1,478			
Supplies	Both	2,000	4,411	2,000	2,000	2,000
Editorial Freelance	Both					
Equipment Purchases	Both	4,553	4,065			
Temp Personnel	Both	24,800	24,212	14,882	10,937	11,900
Travel	Both	1,000		963	963	
Travel-student	Both		207			
Promos/Marketing/Events/Awards	Both	5,900	8,718	8,500	8,500	8,500
Cooglfe events	SSF (3049)					12,720
Work Orders	Both		994			
Online Services	Both	750		750	750	750
Subscriptions, dues, fees	Both	1,000	3,025	500	500	500
Insurance	Both	2,343	1,613	1,700	1,700	1,700
Equipment (includes Maintenance/Rental)	Both		216	0		
Computing supplies/software	Both		167			
Rental-Other Space	Both					
R/M Software Maintenance	Both		919			
Business Exp (meals, water, coffee)	Both	50	909			
Credit Card usage	Both		1,164			
Membership/Registration	Both		1,509			
Student Leadership Stipend (no longer payroll as of 8/31/2015)	SSF (3049)			45,294	45,294	45,294
Community Manager	SSF (3049)			4,055	4,055	4,055
Admin Charge (6% of total expense)	Both	10,919	12,526	11,669	11,669	11,669
Total Other Expenses		143,099	148,881	175,068	177,068	189,788

Total Expenses 192,107 194,410 175,068 177,068 189,788

Balance (Income less Expenses) 0 255 0 0 0

To the best of my knowledge this report is accurate and reflects the unit's priorities. The figures provided have been checked and verified.

(print names & UH affiliation next to all signatures.)

Signature of Department Head:

Glissette Santana Ana Goni-Lessan Matt Dulin

Title:

Glissette Santana, Editor in Chief, The Cougar Ana Goni-Lessan, Activities Coordinator, CSM Matt Dulin, Director, CSM

Date:

10/16/2015

Other AVP required signatures/dates

Keith Y. Kowalka 10/19/15

Keith Y. Kowalka, Assistant Vice President for Student Affairs

Form completed by:

Tiffany Taylor-Denson, Business Services

Certifying Signature & Date:

Linda Garza, Business Services

Last update 9/21/2015