
ASSOCIATED STUDENTS, INC.

**2020-2021 PROPOSED
OPERATING BUDGET**



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**Associated Students, Inc.
California State University, Dominguez Hills
INCOME DISTRIBUTION**



PROJECTED REVENUE FROM STUDENT FEES

	Fee	Headcount	
Summer 2020	\$ 3	3,050	\$ 9,150
Fall 2020	\$ 70	14,200	\$ 994,000
Spring 2021	\$ 65	13,530	\$ 879,450
Total:			<u>\$ 1,882,600</u>

STUDENT FEE DISTRIBUTION

	Fee	Headcount	
Associated Students, Inc.*		13945	\$ 1,322,409
Intercollegiate Athletics	\$ 29	13945	\$ 404,410
Multicultural Affairs		13945	\$ 100,000
Toro Learning Center	\$ 4.00	13945	\$ 55,781
Total:			<u>\$ 1,882,600</u>

ASSOCIATED STUDENTS, INC. REVENUE

Revenue from Student Fees	\$ 1,882,600
Estimated Interest Income from 2019-2020	\$ 32,000

Revenue Grand Total: **\$ 1,914,600**

HEADCOUNT

	Actuals	*Variance
Summer 2019	3,167	-3.69%
Fall 2019	16954	-16.24%
Spring 2020	15258	-11.33%

Average **16208** **-13.96%**

*When compared to projected enrollment numbers for the FY 2020-21

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
SUMMARY



PROJECTED EXPENSES	19-20 Allocation	20-21 Allocation	% of Budget	% Change
Budget Call	\$ 19,560	\$ 15,000	0.78%	-23.3%
Toro Tuesday	\$ 13,855	\$ 13,695	0.72%	-1.2%
Special Programs	\$ 755,261	\$ 703,943	36.77%	-6.8%
Co-Sponsored Programs	\$ 12,600	\$ 14,925	0.78%	18.5%
Funding Resources	\$ 19,600	\$ 16,000	0.84%	-18.4%
BOD Programming	\$ 21,050	\$ 18,850	0.98%	-10.5%
Public Relations	\$ 16,000	\$ 11,500	0.60%	-28.1%
Fellowships	\$ 50,100	\$ 50,100	2.62%	0.0%
Travel	\$ 41,460	\$ 20,765	1.08%	-49.9%
Development	\$ 9,574	\$ 9,850	0.51%	2.9%
Programming Support	\$ 125,000	\$ 115,000	6.01%	-8.0%
Professional Staff	\$ 402,782	\$ 426,170	22.26%	5.8%
Benefits	\$ 234,002	\$ 248,468	12.98%	6.2%
Administrative Services	\$ 148,227	\$ 207,990	10.86%	40.3%
Supplies and Services	\$ 14,242	\$ 12,145	0.63%	-14.7%
Utilities	\$ 22,600	\$ 20,600	1.08%	-8.8%
Insurance	\$ 8,687	\$ 9,598	0.50%	10.5%
Grand Total:	\$ 1,914,600	\$ 1,914,600	100.00%	
Income Difference		\$ 0.00		

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
DETAILED EXPENDITURE BUDGET



Division EMSA
Department ASI
Account Name
Department ID # 99000

STUDENT FEE

Account	Position #	Job Title or OE&E Account Code Title	FTE	Monthly Salary	Annual Salary	Fiscal Year Budget	Fiscal Year Actual
Revenue							
		Operating Revenue				1,882,600	
		Other Revenue				32,000	
Total Revenue						1,914,600	
Management/Supervisor Salaries							
601300		Executive Director	1.00				
			SUBTOTAL:	1.00			
Support Staff Salaries							
601300		Associate Director	1.00				
		Finance and Business Services Manag	1.00				
		Accounting Manager	1.00				
		Executive Assistant	1.00				
		Program Coordinator	1.00				
		Graduate Assistant	0.50				
		Digital Media Assistant	0.50				
		Overtime Allowance					
			SUBTOTAL:	6.00		328,617	
Student and Graduate Assistants							
601303		Student Assistants	4.00	0.00	115,000	115,000	
			SUBTOTAL:	4.00	0.00	115,000	115,000
Total Serialized Positions			####	8,129		541,170	
Other Salaries and Wages							
603001		FICA				41,129	
603004		Health and Welfare				169,450	
603005		Retirement				25,358	
603007		Workers Comp				11,994	
603010		SUI				538	
603090		Benefits - Others				0	
Total Other Salaries and Wages			0.00	0.00	0.00	248,468	
Total Salaries and Wages			####			789,638	

Associated Students, Inc.
California State University, Dominguez Hills
DETAILED EXPENDITURE BUDGET



Operating Expenses and Equipment

604001	Telephone	3,500
605001	Electricity	7,560
606001	Travel	20,765
660809	Conference (BOD Development)	6,580
613001	Contractual Services	3,890
613801	Legal Fees	5,000
613802	Administrative Services	176,683
613803	Audit	19,400
616002	IT-Hardware	2,700
616003	IT-Software	1,500
619001	Other Equipment	1,000
660001	Postage	295
660002	Copier (Printing Services)	4,500
660003	Supplies and Services	6,500
660009	Specialized Training	3,270
660010	Insurance	9,598
660090	Miscellaneous Expenses	1,500
660834	Repairs and Maintenance	1,000
660801	Dues & Subscriptions	3,747
660803	Cleaning and Janitorial	1,150
660804	Maintenance Contract	1,000
660805	Student Elections	6,950
660806	Fees/services charges	810
660807	Fellowships	50,100
660810	Scholarships	12,000
660811	Special Events	79,577
660816	Public Relations	13,195
660950	Contingency	1,000
501101-XAS03	Child Development Center (99100)	120,000
501101-XAS05	Toro Learning & Testing Center (99020)	55,781
501101-XAS06	Intercollegiate Athletics (99030)	404,410
501101-XAS07	MCA (99040)	100,000
Total Operating Expenses and Equipment		1,124,962

Total Expenses	1,914,600
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0.00

Notes:

Associated Students, Inc.
California State University, Dominguez Hills
BUDGET CALL



ASI supports its students organizations through the budget call process. The requesting organizations will receive the below-approved amount for their proposed events during the 20120-21 academic year.

CLUBS\ORGANIZATIONS
660811-Y1013

Pi Theta Epsilon	\$	795
English Graduate Association - EGA	\$	1,000
Scholars United	\$	1,200
Psi Chi	\$	2,000
Black Student Union (BSU)	\$	805
The Society of Independent Student Journalists	\$	500
Mathematics Club	\$	500
eSport Association @ CSUDH	\$	700
Computing Alliance of Hispanic Serving Institutions	\$	3,000
Kappa Delta Chi Sorority Inc.	\$	1,000
Labor and Social Justice Club	\$	3,500
Grand Total:	\$	<u>15,000</u>

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
TORO TUESDAY



ASI supports students by offering the chance of earning a scholarship using an interactive way by getting students to show their school pride on Tuesdays.

MARKETING

660816-Y1012

Weekly Promotional Items	\$ 1,145
Gift Bag and tissue paper	\$ -
Grand Finale Refreshments (Fall/Spring)	\$ 550
Total:	<u>\$ 1,695</u>

SCHOLARSHIP

660810

Fall Semester	\$ 6,000
Spring Semester	\$ 6,000
Total:	<u>\$ 12,000</u>
	<u>\$ 13,695</u>

Grand Total:

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
SPECIAL PROGRAMS



ASI hosts several events and supports several programs throughout the academic year to support, promote and encourage student life on campus.

PROGRAMMING

KDHR

619001-Y1018 Equipment	\$ 1,000
660811-Y1018 Merchandise and Promo	\$ 3,000
616003-Y1018 Software	\$ 1,000

Total: \$ 5,000

660811-Y1005 LSU Programming	\$ 1,500
660811-Y1005 Halloween Haunt (Virtual)	\$ 2,500
660811-Y1005 Stress Breaks (Fall & Spring)	\$ 1,400
660811-Y1005 Holiday Theme Programming	\$ 582
660811-Y1005 Additional Programming	\$ -
660811-Y1005 Commuter Outreach	

Fall Semester	\$ 1,250
Spring Semester	\$ 1,250

Total: \$ 2,500

660811-Y1020 Spring Fling (virtual concert)	\$ 9,270
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660811-Y1007 Housing Events	
Events	\$ 1,000

Total: \$ 1,000

Programming Total: \$ **23,752**

ASI FUNDED ENTITIES

*Child Development Center (CDC)	\$ 120,000
Intercollegiate Athletics (ICA)	\$ 404,410
Multicultural Affairs (MCA)	\$ 100,000
Toro Learning Center (TLC)	\$ 55,781

Programming Total: \$ **680,191**

Grand Total: \$ **703,943**

* For further details, please see the complete CDC budget.

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
CO-SPONSORED PROGRAMS



ASI co-sponsors several university-wide events and programming throughout the academic year to support, promote and encourage student growth and engagement on campus.

CLUB FEST

660811-Y1006 Events

\$ -

WELCOME WEEK

660811-Y1009

Food (Coupons)	\$ 2,000
ASI Welcome Giveaways	\$ 500
Tents and setup for student organizations	\$ -
Activity/Performer(s)	\$ 700
Total:	\$ 3,200

BASIC NEEDS PROGRAM

660811-Y1035 Hygiene Products

1000

660811-Y1035 Meals (\$16.5/day for 650 students)

10725

Total: \$ 11,725

TORO DAYS/ HOMECOMING

660811-Y1011

Refreshments (ASI Event)	\$ -
Activity/Performer(s)	\$ -
Logistical Needs	\$ -
Promotional Items	\$ -
Total:	\$ -

Grand Total:

\$ 14,925

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
FUNDING RESOURCES



The Finance Commission sets aside money for student clubs, organizations and university departments to assist with financial needs for student programming throughout the year. The details below outline the funding entities available for clubs and orgs and departments.

STUDENT ACTIVITIES AND CULTURAL PROGRAMS COMMISSION

\$ 7,000

660811-Y1004

Funds are available for request by students clubs and organizations and university departments. Departments and student organizations wanting to request funds from this commission must review and agree to the terms of the Program Partnership Request and Policy.

660811-Y1004 Board Community Service Project

\$ 500
Total: \$ 7,500

STUDENT CLUBS AND ORGANIZATIONS

660811-Y1006

Organizations Commission

\$ 7,000

Funds are available for request by students clubs and organizations only. Student clubs and organizations wanting to request fund from this commission must review and agree to the terms of the Program Partnership Request and Policy. The maximum amount available per organization per Fiscal Year is \$500

Promotional Items

\$ 1,000

Clubs & Orgs End of the Year Meeting

\$ 500

Grand Total:

\$ 16,000

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

**Associated Students, Inc.
California State University, Dominguez Hills
BOD PROGRAMMING**



The Finance Commission sets aside money for the various commissions within ASI to plan various events relevant to their role and function.

ACADEMIC AFFAIRS PROGRAMS \$ 2,400

660811-Y1004 Funds for Academic Affairs Programs are to be planned and implemented by the College Representatives. The funds may ONLY be used by the Academic Affairs component of ASI upon the approval of the Vice President of Academic Affairs. Each College Representative (6) are allocated \$400 each for

LEGISLATIVE AFFAIRS PROGRAMS \$ 1,000

660811-Y1004 Funds for Legislative Affairs Programs are to be planned and implemented by the Director of Legislative Affairs. The funds may ONLY be used by the Legislative Affairs commission upon the approval of the ASI President or

ELECTIONS COMMISSION

660805 ASI holds annual elections and conducts several surveys to ensure the good governance of the corporation.

Promotional drawing items	\$ 900
Pizza/Beverages for Elections Forums	\$ 500
Elections Event	\$ 500
Big Pulse	\$ 4,800
Election Promotion/Materials	\$ 250
Total:	<u>\$ 6,950</u>

DIRECTOR OF STUDENT SERVICES \$ 1,000

660811-Y1004 Funds for Student Services Programs are to be planned and implemented by the Director of Student Services. The funds may ONLY be used by the Director of Student Services upon the approval of the ASI President or

STUDENT AT LARGE INTERN PROGRAMS \$ 1,000

660811-Y1004

AWARD BANQUET \$ 6,500

660811-Y1004

Grand Total: \$ 18,850

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
PUBLIC RELATIONS



ASI hosts several events throughout the year to advertise itself to its constituents and the campus community as a whole. The line items below aim to build and strengthen ASI's relationship to its constituents and the campus community.

MARKETING

660816-Y1019

Branding	\$ 3,500
Social Media Campaigns	\$ 1,000
ASI BOD & Staff Gear	\$ 1,000
Total:	<u>\$ 5,500</u>

OUTREACH

660816-Y1001

New Student Orientation (NSO)/Gift Cards	\$ 500
Promotional Items & Services (Fall & Spring)	\$ 5,000
ASI Services (Scantrons)	\$ 500
Total:	<u>\$ 6,000</u>

Grand Total:

\$ 11,500

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

**Associated Students, Inc.
California State University, Dominguez Hills
FELLOWSHIPS**



ASI supports its board members by offering fellowships for their work and dedication to the organization.

EXECUTIVE BOARD MEMBERS

660807

President	\$ 12,600
Executive Vice President	\$ 7,000
Vice President of Academic Affairs	\$ 7,000
Vice President of Finance	\$ 7,000
Total:	<u>\$ 33,600</u>

BOARD MEMBERS

660807

Student Activities Commissioner	\$ 1,500
Organizations Commissioner	\$ 1,500
Elections Commissioner	\$ 1,500
Director of Legislative Affairs	\$ 1,500
Director of Student Services	\$ 1,500
College of Natural and Behavioral Sciences Representative	\$ 1,500
College of Business Administration and Public Policy Representative	\$ 1,500
College of Health and Human Services and Nursing Representative	\$ 1,500
College of Arts & Humanities Representative	\$ 1,500
College of Education Representative	\$ 1,500
International Student Representative	\$ 1,500
Total:	<u>\$ 16,500</u>

Grand Total:	<u>\$ 50,100</u>
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Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills

TRAVEL

606001



ASI provides funds to support its board members and staff traveling in official capacity on behalf of ASI. This includes statewide CSSA conferences and leadership training for board members as well professional

BOD TRAVELS

CSSA	Rate	Attendants	Nights	Conferences	
Five Northern Meetings (Forecasted 3 due to COVID-19)					
Registration	\$ 100	2		3	\$ 600
Airfare	\$ 200	2		3	\$ 1,200
Hotel	\$ 160	2	2	3	\$ 1,920
Per Diem	\$ 80	2		3	\$ 480
Car Rental	\$ 150			3	\$ 450

Five Southern Meetings (Forecasted 3 due to COVID-19)					
Registration	\$ 100	2		3	\$ 600
Car Rental	\$ 150			3	\$ 450
Hotel	\$ 150	2	2	3	\$ 1,800
Per Diem	\$ 80	2		3	\$ 480
Total:					<u>\$ 7,980</u>

CHESS	Rate	Attendants	Nights	Rooms\Cars	
February					
Northern CA Registration	\$ 200	10			\$ 2,000
Airfare	\$ 200	10			\$ 2,000
Hotel	\$ 175		3	5	\$ 2,625
Per Diem	\$ 130	10			\$ 1,300
Car Rental	\$ 150			2	\$ 300
Total:					<u>\$ 8,225</u>

CSUNITY	Rate	Attendants	Nights	Rooms\Cars	
August					
Southern CA Registration	\$ 200	16			\$ -
Hotel	\$ 150		2	6	\$ -
Per Diem	\$ 130	16			\$ -
Car Rental	\$ 300			2	\$ -
Total:					<u>\$ -</u>

**Associated Students, Inc.
California State University, Dominguez Hills**

TRAVEL

606001



PANETTA

Northern CA Higher Ed Conference/ National Student Conference

\$ -

BOD Total:

\$ 16,205

STAFF TRAVELS

AOA	Rate	Attendants	Nights	Rooms\Cars	
January	Conference for ED, AD & FBSM				
Northern CA Registration	\$645	3	1		\$ -
Transportation	\$220	3	1		\$ -
Hotel (ED)	\$200		4	1	\$ -
Hotel	\$200		3	2	\$ -
Per Diem	\$130	3			\$ -
Total:					\$ -

AS/SU MEETING	Rate	Attendants	Nights	Rooms\Cars	
	Conference for ED & AD				
Transportation	\$150				\$ -
Hotel	\$200		3	1	\$ -
Per Diem	\$130	2			\$ -
Total:					\$ -

SPECIALIZED CONFERENCE	Rate	Attendants	Nights		
	Conference for Office Professional Staff				
Registration	\$350	4			\$ 1,400
Hotel	\$150	4		3	\$ 1,800
Per Diem	\$130	4			\$ 520
Transportation	\$135	4			\$ 540
Total:					\$ 4,260

ADDITIONAL TRAINING		
Graduate Assistant		\$ 300

Staff Total: **\$ 4,560**

Grand Total: **\$ 20,765**

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
DEVELOPMENT



ASI provides funds to support the leadership and professional development of its board members and professional staff.

BOARD DEVELOPMENT

660809

August Retreat

Food	\$	1,800
Supplies/Activities	\$	250
Total:	\$	<u>2,050</u>

January Development

Food	\$	1,680
Activity	\$	2,000
Supplies	\$	100
Total:	\$	<u>3,780</u>

Executive Retreat

Food	\$	150
Supplies	\$	100
Total:	\$	<u>250</u>

Transition Retreat

Food	\$	300
Supplies/Activities	\$	200
Total:	\$	<u>500</u>

BOD Development Total:

\$ 6,580

STAFF DEVELOPMENT

660009

Summer Staff Development

Food	\$	400
Activity	\$	600
Total:	\$	<u>1,000</u>

Student Staff Development

Food	\$	<u>200</u>
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**Associated Students, Inc.
California State University, Dominguez Hills
DEVELOPMENT**



Administrative Staff Retreat

Food	\$	170
Room Rental	\$	-
Supplies	\$	150
Total:	\$	320

Holiday Party

Food	\$	1,000
Room Rental	\$	300
Supplies	\$	150
Total:	\$	1,450

Staff Development Total:

\$ 2,970

ASSESSMENTS

SRLS Assessment (18 x \$8)	\$	-
Strengths Quest	\$	300
Total:	\$	300

Grand Total:

\$ 9,850

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
PROGRAMMING SUPPORT
601303



ASI recruits students to help plan and support its programming efforts throughout the academic year. The positions below are available to current eligible CSUDH students.

	Weeks	Hours/Week	Rate	
CLERICAL				
Front Desk Coordinator - Clerical II	50	20	\$	14,500
Front Desk Assistant - Clerical I	50	20	\$	14,000
Front Desk Assistant - Clerical I	50	20	\$	14,000
		Total:	\$	42,500
PROGRAM ASSISTANTS				
Technology Assistant II	50	20	\$	14,500
Program Assistant	50	20	\$	14,500
Program Assistant	50	20	\$	14,500
KDHR Assistant	50	20	\$	14,500
KDHR Assistant	50	20	\$	14,500
		Total:	\$	72,500
Grand Total:			\$	115,000

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
PROFESSIONAL STAFF
601300



ASI recruits professional staff to run and manage the corporation and its subsidiaries. The professional staff is responsible to execute the vision and decision-making of the Board of Directors.

	Hours	Rate	Months/Weeks	
ASI STAFF				
6 FTE Staff				\$ 381,130
Executive Director			12	
Associate Director			12	
Finance & Business Services Manager			12	
Accounting Manager			12	
Executive Assistant	40		52	
Program Coordinator	40		52	
Graduate Assistant	29		47	
Digital Media Assistant	29		47	
			Total:	<u>\$ 422,633</u>
OT ALLOWANCE				
Hourly Overtime			Total:	<u>\$ 3,537.00</u>
Grand Total:				<u>\$ 426,170</u>

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
BENEFITS



ASI incurs operating and administrative costs relevant to the good management and well-being of the corporation.

	Salary	Rate	Months	
BENEFITS - STAFF*				
603007 Federal Unemployment	\$ 422,633	0.60%		\$ 2,536
603001 FICA (Med + SS)	\$ 422,633	7.65%		\$ 32,331
603010 Employment Training Tax	\$ 422,633	0.10%		\$ 423
603005 Retirement	\$ 422,633	6%		\$ 25,358
603004 Health/Welfare	\$ 14,121		12	\$ 169,450
Medical		\$ 12,855		
Dental		\$ 952		
Vision		\$ 164		
Life Insurance		\$ 150		
				<u>\$ 230,097</u>
BENEFITS - STUDENTS				
603007 Federal Unemployment	\$ 115,000	0.60%		\$ 690
603001 FICA (Med + SS)	\$ 115,000	7.65%		\$ 8,798
603010 Employment Training Tax	\$ 115,000	0.10%		\$ 115
				<u>\$ 9,603</u>
AORMA				
603007 Workers Comp (4 qtrs)		\$ 2,192	4	<u>\$ 8,768</u>
OPEB				
603090 VEBA Trust Funding				<u>\$ -</u>
Grand Total:				<u>\$ 248,468</u>

*Includes retirement benefits for Joanne Sato, Guy Witherspoon, Jr, Yvonne Green, and Linda Fisher.
Benefits Based on Merit/Annual Increase to be taken from Reserves.

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
ADMINISTRATIVE SERVICES



ASI incurs operating and administrative costs relevant to the good management and well-being of the corporation.

DUES AND SUBSCRIPTIONS

660801 Abila Software Maintenance	\$	1,712
AOA Membership	\$	1,285
NACA	\$	380
PIHRA	\$	150
TimeStamp Maintenance	\$	220
Total:	\$	<u>3,747</u>

UNIVERSITY MOU ALLOCATION

613802		10%
Invoiced Annual Accounting	\$	46,355
Cashiering	\$	1,003
Student Financial Services	\$	6,576
Risk Management Staff	\$	1,607
Computing Help Desk	\$	23,584
IT Maintenance Contract	\$	16,220
Budget Office	\$	3,719
Utility Chargeback - Children's Center	\$	18,388
University Police Staff	\$	34,232
Total:	\$	<u>151,683</u>

FOUNDATION

613802 Club/Orgs Account Maintenance Fee & Payroll Services	\$	<u>25,000</u>
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ANNUAL AUDIT AND FILINGS

660806 Franchise Tax Board	\$	10
660806 Department of Justice	\$	150
613803 External Audit - Clifton Larson Allen	\$	19,400
Total:	\$	<u>19,560</u>

LEGAL FEES

660019 Estimated Expenses for Annual Costs	\$	<u>5,000</u>
Additional Expenses to be Taken from Reserves		

ACTUARIAL STUDY

613001	\$	<u>2,000</u>
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CONTINGENCY

660950	\$	<u>1,000</u>
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Grand Total:	\$	<u><u>207,990</u></u>
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Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

**Associated Students, Inc.
California State University, Dominguez Hills
SUPPLIES AND SERVICES**



ASI incurs operating and administrative costs relevant to the good management and well-being of the corporation.

SUPPLIES

660003	Paper for Copier	\$	2,130
	General Supplies	\$	1,000
	Three-ring Binders for ASI	\$	500
	Flip Charts	\$	100
	Laminator pouches - various sizes	\$	50
	Ink/Toner Cartridges	\$	2,000
	Duct Tape and Blue tape for programs	\$	150
	Mailing Labels/Labels	\$	120
	Office Miscellaneous	\$	150
	BOD Desk Supplies	\$	300
660090	BOD Miscellaneous	\$	1,500
Total:		\$	<u>8,000</u>

IT SUPPLIES

616003	Software Licenses	\$	500
616002	Hardware Replacement of 4 units (currently 21 units on a 3 year cycle)	\$	2,700
Total:		\$	<u>3,200</u>

SERVICES

660806	Parking for ASI President	\$	650
660001	Postage	\$	295
Total:		\$	<u>945</u>

Grand Total:	\$	<u>12,145</u>
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Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
UTILITIES



ASI incurs operating and administrative costs relevant to the good management and well-being of the corporation.

MAINTENANCE

660804	Quarterly Maintenance for ASI Golf Cart	\$	1,000
660002	Copier	\$	4,500
660803	Trash removal	\$	750
660803	Trash Bags	\$	400
604001	Telephone (Including Fax Lines)	\$	3,500
660834	Estimate Amount for Repairs and Maintenance	\$	1,000
Total:		\$	<u>11,150</u>

SERVICES

605001	Electricity (2421sf. (approx.) x .26¢ x 12 months)	\$	7,560
613001	Water Services (Sparkletts)	\$	1,500
613001	Helium	\$	200
613001	Helium refills	\$	190
Total:		\$	<u>9,450</u>

Grand Total:	\$	<u>20,600</u>
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Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

Associated Students, Inc.
California State University, Dominguez Hills
INSURANCE



ASI incurs operating and administrative costs relevant to the good management and well-being of the corporation. The insurance coverage also includes the ASI Children's Center.

PREMIUMS

660010

Liability Insurance Program	\$ 6,645
Property Premium	\$ 618
Crime Premium	\$ 960
Participant Accident Insurance	\$ 1,188
Purchase Insurance Program Fee	\$ 31
Property Insurance (CDC)	\$ 93
Cyber Liability	\$ 63
Identity Fraud Insurance (<i>The ID Fraud will not be renewed for FY 20/21</i>)	\$ -

Grand Total:

\$ 9,598

Any remaining funds at the end of the fiscal year revert back to the ASI General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
INCOME DISTRIBUTION



CHILDREN'S CENTER REVENUES

ASI Allocation	\$	120,000
Parent Fees - certified	\$	2,500
Parent Fees - noncertified	\$	211,063
State Grants and Contracts	\$	254,245
State one time only funds	\$	-
Private contributions	\$	-
Revenues - other	\$	44,080
Nutrition Program	\$	25,000
Revenue Grand Total:	\$	656,888

Any remaining funds at the end of the fiscal year revert back to CDC's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
SUMMARY



PROJECTED EXPENSES	2019-20 Allocation	2020-21 Allocation	% Difference	% of Budget
Special Programs	\$ 20,000	\$ 22,750	14%	3.46%
Development	\$ 267	\$ 500	87%	0.08%
Student Staff	\$ 54,000	\$ 44,080	-18%	6.71%
CDC Staff	\$ 400,161	\$ 363,565	-9%	55.35%
Benefits	\$ 157,281	\$ 192,859	23%	29.36%
Administrative Services	\$ 7,783	\$ 8,034	3%	1.22%
Supplies and Services	\$ 23,740	\$ 10,740	-55%	1.63%
Utilities	\$ 23,280	\$ 14,360	-38%	2.19%
Grand Total:	\$ 656,888		100.00%	
Income Difference	\$ 0.00			

Any remaining funds at the end of the fiscal year revert back to CDC's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
DETAILED EXPENDITURE BUDGET



Division EMSA
 Department ASI
 Account Name Children's Center
 Department ID # 99100

STUDENT FEE

Account	Position #	Job Title or OE&E Account Code Title	FTE	Monthly Salary	Annual Salary	Fiscal Year Budget	Fiscal Year Actual
Revenue							
	501101	ASI Student Referendum				120,000	
	501801	Parent Fees - certified				2,500	
	501802	Parent Fees - noncertified				211,063	
	503290	State Grants and Contracts				254,245	
	503290	State one time only funds				-	
	503401	Private contributions				-	
	580090	Revenues - other				44,080	
	580090	Nutrition Program				25,000	
Total Revenue						\$ 656,888	
Support Staff Salaries							
	601300	Director (Cert)	1.00				
	601300	Admin Assistant	0.75				
	601300	Nutrition Coordinator	0.75				
		SUBTOTAL:	1.50	0.00	127,590.76	127,591	
Teaching Staff Salaries							
	601862	Salaries - Cert Master Teachers	1.00				
	601862	Salaries - Cert Teacher	3.00				
	601862	Salaries - Sub	1.00				
	601862	Salaries - Cert Associate Teacher	3.00				
	601862	Teachers Aides	2.00				
		SUBTOTAL:	2.00	0.00	106,451	235,974	
Student Staff Salaries							
	601303	Salaries - Student Assistants	4.00				
		SUBTOTAL:	4.00	0.00	44,080.00	44,080.00	
Total Serialized Positions			7.50	0	278,122	407,645	
Other Salaries and Wages							
	603001	FICA				27,813	
	603004	Health and Welfare				137,006	
	603005	Retirement				21,814	
	603007	Workers Comp				2,181	
	603010	SUI				364	
	603090	Benefits - Students				3,681	
Total Other Salaries and Wages			0.00	0.00	0.00	192,859	
Total Salaries and Wages			7.50			600,504	

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
DETAILED EXPENDITURE BUDGET



Operating Expenses and Equipment

604001	Telephone	2,000
606001	Travel	0
606801	Conference	0
613001	Contractual Services	0
613801	Legal Fees	0
613802	Administrative Services	200
613803	Audit	2,500
616003	IT-Software	1,000
660003	Supplies and Service	2,000
660001	Postage	240
660002	Printing	3,000
619001	Equipment	1,000
660009	Specialized Training	500
660010	Insurance	0
660090	Miscellaneous Expenses	0
660021	Repairs and Maintenance	3,000
660801	Dues & Subscriptions	3,834
660803	Cleaning and Janitorial	3,000
660804	Maintenance Contract	0
660806	Fees/services charges	1,000
660811	Special Events	0
660812	Food Program - other	5,000
660813	Food Program - food	17,750
660814	Permits	500
660950	Contingency	0
613802	Marketing	500
	Staff Expense	0
660003	Office Supplies	2,000
660815	Instructional Supplies	4,000
605001	Water	2,700
605001	Fire Protection	660
Total Operating Expenses and Equipment		56,384
Total Expenses		656,888

0.00

Notes:

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
SPECIAL PROGRAMS



ASI hosts several events and supports several programs throughout the academic year to support, promote and encourage the parents and the children enrolled at the center.

SPECIAL EVENTS

660811

Total: \$ -

FOOD PROGRAMS

660813 Main Food Program

\$ 17,750

660812 Supplemental Food Program

\$ 5,000

Total: \$ 22,750

Grand Total:

\$ 22,750

Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

CHILD DEVELOPMENT CENTER
California State University, Dominguez Hills
DEVELOPMENT



The Children's Center provides funds to support the professional development of its professional staff. Thanks to the sponsorship of the California Department of Education, most professional development opportunities are offered for free.

STAFF DEVELOPMENT

606001 Travel	\$ -
660009 Conference	\$ -
660009 Specialized Training	\$ 500.00
660009 Staff Expense	\$ -

Grand Total:	\$ 500
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Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
STUDENT STAFF
601303



ASI recruits students to help support the teaching staff throughout the academic year. The positions below are available to current eligible CSUDH students.

	Weeks	Hours/Week	Rate	
TEACHER'S AIDES				
Teacher Aide	50	0	\$	-
Teacher Aide	50	0	\$	-
			Total:	<u>\$ -</u>
STUDENT AIDES				
Student Aide	38	20		
Student Aide	38	20		
Student Aide	38	20		
Student Aide	38	20		
			Total:	<u>\$ 44,080</u>
Grand Total:				<u><u>\$ 44,080</u></u>

Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
PROFESSIONAL STAFF



ASI recruits professional staff to run and manage the Children's Center.
 The professional staff is responsible to execute the daily administrative
 tasks under the supervision of the Executive Director.

	Rate	Months	Hours	Weeks
ADMINISTRATIVE STAFF				
601300 Program Director		12		
Administrative Assistant			35	50
Nutrition Coordinator			35	48
			Total:	<u>\$ 127,591</u>
TEACHING STAFF				
601862 Certified Master Teacher	\$ 20.04		40	52
Certified Teacher	\$ 17.79		40	48
Certified Teacher	\$ 17.79		40	48
Certified Teacher	\$ 17.79		40	48
Certified Associate Teacher	\$ 15.94		40	48
Certified Associate Teacher	\$ 15.94		40	48
Certified Associate Teacher	\$ 15.94		40	48
Certified Floater Assoc. Teacher	\$ 15.94		-	48
			Total:	<u>\$ 235,974</u>
Grand Total:				<u>\$ 363,565.00</u>

Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
BENEFITS



The Center incurs operating and administrative costs relevant to the good management and well-being of the agency and its employees.

	Salary	Rate	Months	
BENEFITS - STAFF				
603007 Federal Unemployment	\$ 363,565	0.60%		\$ 2,181
603001 FICA (Med + SS)	\$ 363,565	7.65%		\$ 27,813
603010 Employment Training Tax	\$ 363,565	0.10%		\$ 364
603005 Retirement	\$ 363,565	6%		\$ 21,814
603004 Health/Welfare	\$ 11,417		12	\$ 137,006
Medical		\$ 9,482.00		
Dental		\$ 1,524.40		
Vision		\$ 260.80		
Life Insurance		\$ 150.00		
				<u>\$ 189,178</u>

	Salary	Rate	Months	
BENEFITS - STUDENTS				
603007 Federal Unemployment	\$ 44,080.00	0.60%		\$ 264
603001 FICA (Med + SS)	\$ 44,080.00	7.65%		\$ 3,372
603010 Employment Training Tax	\$ 44,080.00	0.10%		\$ 44
				<u>\$ 3,681</u>
Grand Total:				<u>\$ 192,859</u>

Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
ADMINISTRATIVE SERVICES



The Center incurs operating and administrative costs relevant to the good management and well-being of the agency and its employees.

DUES AND SUBSCRIPTIONS

660801 CenterTrack	\$	2,500
Every Child California	\$	600
Secure Site Solutions, Inc.	\$	734
Total:	\$	<u>3,834</u>

ADMINISTRATIVE EXPENSES

613802 Administrative Services	\$	200
613001 Contractual Services	\$	-
660019 Legal Fees	\$	-
660806 Fees/Services Charges	\$	1,000
613802 Marketing Expenses	\$	500
613803 External Audit	\$	2,500
660950 Contingency	\$	-
Total:	\$	<u>4,200</u>
	\$	<u>8,034</u>

Any remaining funds at the end of the fiscal year revert back to the Center' s General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
SUPPLIES AND SERVICES



The Center incurs operating and administrative costs relevant to the good management and well-being of the agency and its employees.

SUPPLIES

660815	Instructional Supplies	\$	4,000
660003	Office Supplies	\$	2,000
660090	Miscellaneous Expenses	\$	-
616003	IT Software	\$	1,000
660003	Supplies & Services	\$	2,000
619001	Equipment	\$	1,000
Total:		\$	10,000

SERVICES

660814	Permits	\$	500
660001	Postage	\$	240
Total:		\$	740

Grand Total:	\$	10,740
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Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.

ASI CHILDREN'S CENTER
California State University, Dominguez Hills
UTILITIES



The Center incurs operating and administrative costs relevant to the good management and well-being of the agency and its employees.

MAINTENANCE

660804	Maintenance Contract	\$	-
660002	Printing	\$	3,000
660803	Cleaning and Janitorial	\$	3,000
604001	Telephone (Including Fax Lines)	\$	2,000
660834	Repairs and Maintenance	\$	3,000
Total:		\$	<u>11,000</u>

SERVICES

605001	Water	\$	2,700
605001	Fire Protection	\$	660
Total:		\$	<u>3,360</u>

Grand Total:	\$	<u>14,360</u>
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Any remaining funds at the end of the fiscal year revert back to the Center's General Fund.