



MEMORANDUM

Date: January 11, 2024

To: Ellen Neufeldt, President, California State University, San Marcos


From: Moy Valdez, President & CEO, Associated Students, Inc.
Annie Macias, Ph.D., Executive Director, Associated Students, Inc.

CC: Viridiana Diaz, Ph.D., Vice President for Student Affairs
Deborah Davis, Manager of Auxiliary Financial Operations

Re: ASI Amended 23|24 Budget and Corporate Reserves

On September 8, 2023, the ASI Executive Committee, approved the proposed plan for the undesignated portion of the ASI reserves. I want to be clear that the intent of these allocated funds will continue to serve, engage, and empower all students attending California State University, San Marcos. The previously approved ASI 23|24 Budget from March 2023 included intentional reductions to programs and initiatives to ensure a balance between actual fees received and cost associated with minimum wage increases and operations. The Board of Directors as well as the Internal Operations Committee has approved the aligned plans regarding the allocation of the undesignated funds as follows:

- **Wellness and Recreation Building:** \$1,750,000 allocated to contribute to the development of this Wellness and Recreation Project. ASI has made student well-being and health campus wide a priority.
- **Student Emergency Fund:** \$54,000 is allocated to sustain the demand for students in critical needs for financial support.
- **ASI Program Support:** \$120,450 allocated to further support programming with the ASI Board of Directors, the Campus Activities Board and collaborations with campus partners.
- **Cougar Pantry Grants:** \$159,389 has been allocated to the Cougar Pantry to substantiate the increase student utilization demand.
- **ASI Student Leadership Fund:** \$10,000 is allocated to further support student organizations on campus.
- **ASI Future Fees Campaign:** \$10,000 is allocated to support outreach efforts for an ASI fee campaign.


Moy Valdez (Jan 29, 2024 15:19 PST)


Annie Macias (Jan 29, 2024 21:01 PST)


Viridiana Diaz (Feb 5, 2024 20:08 PST)



Associated Students, Inc
of California State University San Marcos

Annual Budget
2023 - 2024

Approved by the Board of Directors on March 18, 2023
Amended and approved by the Executive Committee on September 18, 2023



ASSOCIATED STUDENTS, INC. (ASI)

Budget Call Timeline for Fiscal Year 2023/2024

Date	Description
Friday, January 27, 2023	Budget request email will be sent out to all ASI.
January 30- Feb 3, 2023	ASI Supervisors will meet with their students from the ASI entities to review prior year expenses to actuals, discuss needs and begin developing a budget.
February 6-10, 2023	Each department supervisor will meet with the ASI Financial Services and Student Organization Accounts Coordinator to review their proposed budget.
Friday, February 18, 2023	All budget proposals need to be submitted to the ASI Financial Services and Student Organization Accounts Coordinator.
Tuesday, February 28, 2023	Submission to the Internal Operations Committee Chair as an action item for the Internal Operations Committee's agenda.
Friday, March 10, 2023	Internal Operations Committee meets to determine new initiatives and review the proposed ASI master budget for Fiscal Year 2023/2024. All departments should have a student representative in attendance to present their requested budget.
Monday, March 13, 2023	Submission to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday, March 17, 2023	BOD reviews and approves 2023/2024 ASI Master Budget.
Friday, April 14, 2023	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th.
Friday, April 21, 2023	BOD meeting reserved for budget adjustment if needed.
Monday, April 24, 2023	ASI memo, 2023/2024 approved budget narrative, signed BOD minutes due to CSUSM VPFA for signature.
Monday, May 1, 2023	ASI memo, 2023/2024 approved budget narrative, signed BOD minutes due to CSUSM President for signature.
Monday, May 15, 2023	2023-2024 ASI Master Budget signed and posted on ASI website

Associated Students, Inc of CSU San Marcos
Budget Guiding Principles

As of October 12, 2018, reviewed October 14, 2022 by Internal Operations Committee

Transparency:

The ASI budget should be timely, simple to understand, and be easily communicated to the campus community and stakeholders.

Adaptability:

The ASI budget allocations should be consistent with ongoing ASI initiatives and flexible with new initiatives, while keeping in mind mandatory cost increases.

Operational Expenses vs Program Services:

The ASI budget allocations should review the percentages of the operational expenses and program services to ensure a sustainable ratio exists between the two categories.

Operational Expenses are the costs of supporting the student services and programs that ASI provides such as cost of copy machines, telephones, auditing services, bank charges, etc. Operational Expenses are found in the Management and general categories under the audited financial statements.

Program Services are the costs of ASI programs and services such as Campus Activities Board, ASI Cougar Pantry, Media and Communications Team, etc.

Maximize Student Opportunities

The ASI budget will prioritize student employment opportunities and direct funding support such as ASI Leadership Fund, Student Emergency Fund, Sustainability Projects Fund, etc.

2023-2024 ASI Budget Summary

		21/22 adjusted budget with reserve amounts	22/23 Adjusted budget with reserve amounts	23/24 Approved budget 5/23	23/24 Approved budget 9/8 with reserve amedments
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REVENUE

	Fall Headcount	13,395	13,469	13,449	13,449
	Spring headcount	13,395	12,317	12,213	12,213
	Fee amount per semester	\$75	\$75	\$75	\$75
	REVENUE TOTAL	\$ 2,009,250	\$ 1,933,950	\$ 1,924,650	\$ 1,924,650

\$ 1,962,885

RESERVES ALLOCATIONS

		\$ 444,272	\$ 626,135	\$ 144,377	\$ 528,489
	Insurance claim funds				\$ 144,377
	REVENUE + RESERVE ALLOCATION TOTAL	\$ 2,453,522	\$ 2,560,085	\$ 2,069,027	\$ 2,635,751

EXPENSES

2101	Operations	\$ 353,014	\$ 489,763	\$ 510,524	\$ 510,524
2102	Board of Directors	\$ 150,300	\$ 117,558	\$ 121,600	\$ 145,600
2103	ASI President	\$ 21,427	\$ 21,427	\$ 21,910	\$ 21,910
2107	Campus Activity Board	\$ 272,596	\$ 266,514	\$ 282,801	\$ 325,801
2108	Media and Marketing	\$ 194,622	\$ 222,743	\$ 223,591	\$ 233,591
2110	General Student Programs	\$ 420,614	\$ 304,651	\$ 292,169	\$ 312,594
2111	ASI Executive Vice President	\$ 329,652	\$ 267,442	\$ 52,442	\$ 193,078
2118	ASI Vice President of Student & University Affairs	\$ 25,802	\$ 25,302	\$ 24,943	\$ 24,943
2121	University Cost Recovery	\$ 125,425	\$ 144,885	\$ 169,561	\$ 169,561
2124	ASI Chair & Chief of Staff	\$ 18,802	\$ 18,790	\$ 18,442	\$ 18,442
2125	ASI Cougar Pantry	\$ 406,760	\$ 405,225	\$ 212,011	\$ 469,440
2126	Festival 78	\$ 131,000	\$ 356,028	\$ 209,000	\$ 232,000
	EXPENSES TOTAL	\$ 2,450,014	\$ 2,640,328	\$ 2,138,995	\$ 2,657,484

NET INCOME/(LOSS)	\$ 3,508	\$ (80,243)	\$ (69,968)	\$ (21,733)
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Associated Students, Inc. of CSUSM

	21-22 Approved	22-23 Approved	23-24 Approved	Notes
Projected Beginning Fund Balance	\$ 2,355,709	\$ 2,892,903	\$ 3,179,793	
Add/deduct: net adjusted income or (loss)	\$ 3,508	\$ (80,243)	\$ (21,733)	
Deduct projects and programs	\$ 444,272	\$ 626,135	\$ 528,489	
Projected Ending Balance	\$ 1,914,945	\$ 2,186,525	\$ 2,673,036	

GRANTS /FUNDRAISING

Giving Day Funds for Student Emergency Funds (Foundation Fund 96014 Project)	\$ -	\$ -	\$ 76,636	
Giving Day Funds for ASI Cougar Pantry (Foundation Project 86731)	\$ -	\$ -		
TOTAL	\$ -	\$ -	\$ 76,636	

Statement of Reserve Allocation: designated by ASI Corporate Policy

Working capital & current operations	\$ 602,341	\$ 602,341	\$ 602,341	
Capital Equipment & Acquisition	\$ 74,724	\$ 87,307	\$ 66,771	
Planned Future Growth	\$ 301,388	\$ 301,388	\$ 301,388	
TOTAL	\$ 978,453	\$ 991,036	\$ 970,500	

Projects and Programs support: Designated By the ASI Board of Directors

Reserved for Wellness and Recreation Facility	\$ 982,942	\$ 1,200,000	\$1,750,000	
Reserved for Student Emergency Fund	\$ 252,350	\$ 160,000	\$ 54,000	
Reserved for Program Support	\$ -	\$ 240,490	\$ 120,425	
Reserved for ASI Cougar Pantry related	\$ 191,922	\$ 187,645	\$ 98,039	
Reserved for ASI Cougar Pantry additional support	\$ -	\$ -	\$ 159,389	
Reserved for ASI Leadership Funding	\$ -	\$ 30,000	\$ 10,000	
Reserved for ASI 30 year timeline Project	\$ -	\$ 8,000	\$ -	
Future Fees Campaign	\$ -	\$ -	\$ 10,000	
TOTAL	\$ 1,427,214	\$ 1,826,135	\$2,201,853	

Undesignated

18-19 Insurance claim recovery	\$ -	\$ 144,377	\$ -	
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Dept. ID: 2101 Operations | Chargebacks: 210101

Account #	Class Code	Account Description	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16803	Salaries - Pro Staff: Business Operations Analyst	\$ -	\$ 69,000	\$ 69,000	
613808	16803	Benefits - Pro Staff: Business Operations Analyst	\$ -	\$ 27,600	\$ 27,600	
613808		General Salary Increase adjustments (GSI)	\$ 23,955	\$ 24,553	\$ 47,565	5% GSI per ASI Professional Staff position
613808	16803	Salary - Executive Director	\$ 123,000	\$ 137,000	\$ 137,000	
613808	16803	Benefits - Executive Director	\$ 49,200	\$ 54,800	\$ 54,800	
613816		Corp Admin Charge 8%	\$ 82,638	\$ 97,209	\$ 100,659	
660858		Corp Education Benefits	\$ 6,400	\$ 3,200	\$ 3,200	\$3,200 for one employee, requires pre-approval
660858		Prof. Development	\$ 5,775	\$ 6,600	\$ 6,600	Professional development for 8 staff @ \$825
606001		Systemwide Travel	\$ 5,000	\$ 5,000	\$ 5,000	advisor travel to AOA, CSUnity, and CHESS
604001		Telecommunications/ Phones	\$ 12,000	\$ 8,000	\$ 8,000	
613810		Auditing Expenses	\$ 25,000	\$ 30,000	\$ 28,300	
660001		Postage/Mail	\$ 500	\$ 500	\$ 300	
660003		Office Supplies	\$ 10,000	\$ 9,000	\$ 8,000	
660008		Interest Charges	\$ -			
660010		Insurance/CSURMA	\$ 6,044	\$ 7,683	\$ 8,700	
660818		Recruitment/NonFac	\$ -	\$ -		
660010		Dividend	\$ (1,998)	\$ -	\$ -	
660835		Signa - Copier Lease	\$ -	\$ 1,200	\$ 1,500	
660842	12512	Golf Cart	\$ -	\$ 1,000	\$ 1,000	Registration, maintanance, parking
		Add'l accts totals (21/22)			\$ -	
		Add'l accts totals (22/23)			\$ -	
660842		30 year Timeline installation	\$ -	\$ 8,000	\$ -	
660805		Membership Dues	\$ 2,000	\$ 2,000	\$ 2,000	AOA, NACAS
613807		Legal	\$ 3,000	\$ 1,500	\$ 800	
660851		Bank Charges	\$ 500	\$ 800	\$ 500	
		Total	\$ 353,014	\$ 494,645	\$ 510,524	

Debt ID: 2102 Board of Directors

Account #	Dept. ID	Class Code	Account Description	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	2102	16803	Salaries - Pro Staff: ASI Board of Directors Coordinator	\$ 72,000	\$ 62,400	\$ 49,000	
613808	2102	16803	Benefits - Pro Staff: ASI Board of Directors Coordinator	\$ 28,800	\$ 24,960	\$ 19,600	
606001	2102		Travel	\$ 3,000	\$ 5,000	\$ 5,000	CSUnity for BODers, CHESS for BODers
609008	2102		Scholarship	\$ 12,000	\$ 12,000	\$ 12,000	BOD scholarships \$500 per semester for 12 representatives excludes Execs
660842	2102		Student Activities	\$ 20,000	\$ 50,000	\$ 25,000	16 BOD Parking Passes, 4 Execs summer passes, trainings, collabs
660842	2102	10216	Veteran's Rep	\$ 2,000	\$ 1,500	\$ 1,500	
660842	2102	10217	Sustainability Rep	\$ 2,000	\$ 1,500	\$ 1,500	
660842	2102	10218	Diversity & Inclusion Reps	\$ 2,000	\$ 1,500	\$ 1,500	
660842	2102	10220	CSTEM Reps	\$ 1,500	\$ 1,000	\$ 1,000	
660842	2102	10221	COBA Reps	\$ 1,500	\$ 1,000	\$ 1,000	
660842	2102	10222	COEHHS Reps	\$ 1,500	\$ 1,000	\$ 1,000	
660842	2102	10223	CHABSS Reps	\$ 1,500	\$ 1,000	\$ 1,000	
			Addit's account 11001-retreats	\$ -	\$ -	\$ -	
660842	2102	10224	ASI General Elections	\$ 2,500	\$ 2,500	\$ 2,500	
			TOTAL	\$ 150,300	\$ 165,360	\$ 121,600	

Breakdown of funds allocated from Reser

660842	2102		Activities	\$ -	\$ 30,000	\$ 22,000	
606001	2102		Travel	\$ -	\$ -	\$ 2,000	
			TOTAL	\$ -	\$ 30,000	\$ 24,000	Program support

Dept ID: 2103 ASI President

Account	DEPT	Class	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	2103	16804	Salaries - SA	\$ 16,013	\$ 16,013	\$ 16,470	
613808	2103	16804	Benefits - SA - Fall/Spring 4%	\$ 504	\$ 504	\$ 518	
613808	2103	16804	Benefits - SA- Summer 12%	\$ 410	\$ 410	\$ 421	
613808		16804	Corp Admin charge 8%	\$ -	\$ -		Moved 2101
606001	2103		Travel	\$ 3,500	\$ 3,500	\$ 3,500	
660842	2103		Student Activities	\$ 1,000	\$ 1,000	\$ 1,000	
			TOTAL	\$21,427	\$21,427	\$21,910	

Associated Students, Inc of CSUSM

President	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
Summer (June - Aug)	\$ 18.00	13	15	\$ 3,510	\$ 421	
Fall	\$ 18.00	19	20	\$ 6,840	\$ 274	
Spring	\$ 18.00	17	20	\$ 6,120	\$ 245	
Total				\$ 16,470	\$ 940	\$ 1,393

Dept. ID: 2107 Campus Activities Board (CAB)

Account #	Class Code	Account Description	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16803	Salaries - Pro Staff: Student Engagement Coordinator	\$ 63,586	\$ 67,467	\$ 67,467	
613808	16803	Benefits - Pro Staff: Student Engagement Coordinator	\$ 25,434	\$ 26,987	\$ 26,987	
613808	16803	Salary - Grad Assistant	\$ 14,850	\$ 14,850	\$ -	
613808	16803	Benefits - GA 12%	\$ 1,782	\$ 1,861	\$ -	
613808	16804	Salaries - Student Assistants	\$ 72,996	\$ 78,358	\$ 82,559	
613808	16804	Benefits - SA - Fall/Spring 4% & summer 12%	\$ 2,656	\$ 4,831	\$ 4,288	
		Benefits - SA - summer 12%	\$ 792	\$ -	\$ -	
606001		Travel	\$ -	\$ -	\$ -	
660842		Student Activities	\$ 7,000	\$ 15,000	\$ 9,000	
660842	10701	Novelty & Variety	\$ 22,500	\$ 32,500	\$ 25,000	
660842	10704	Community	\$ 7,000	\$ 10,000	\$ 5,000	
660842	10705	Programs	\$ 7,500	\$ 10,000	\$ 7,500	
660842		Storage Container	\$ -	\$ 6,300	\$ -	
		Additional Accts totals			\$ -	
660842	10707	Cougar Pride & Traditions	\$ 31,000	\$ 50,000	\$ 35,000	
660842	10711	Alternative Spring Break	\$ 15,500	\$ 29,676	\$ 20,000	
		TOTAL	\$ 272,596	\$ 347,830	\$ 282,801	

Breakdown of Funds allocated from Reserve

		CAB Storage Container	\$ -	\$ 6,300	\$ -	
660842		Student Activities	\$ -	\$ 7,000	\$ 8,500	
660842	10701	Novelty & Variety	\$ -	\$ 10,000	\$ 8,000	
660842	10704	Community	\$ -	\$ 7,000	\$ 5,000	
660842	10705	Programs	\$ -	\$ 7,500	\$ 1,500	
660842	10707	Cougar Pride & Traditions	\$ -	\$ 30,000	\$ 7,000	
606001		Travel	\$ -	\$ -	\$ 3,000	
660842	10711	Alternative Spring Break	\$ -	\$ 14,176	\$ 10,000	
		TOTAL	\$ -	\$ 81,976	\$ 43,000	

Associated Students, Inc of CSUSM

CAB: 1st year Temecula	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
Summer	\$ 15.50	5	10	\$ 775	\$ 93	
Fall	\$ 15.50	19	19	\$ 5,596	\$ 224	
Spring	\$ 16.00	19	20	\$ 6,080	\$ 243	
TOTAL				\$ 12,451	\$ 560	\$ 1,041

CAB Specialist - First Year	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 15.00	5	10	\$ 750.00	\$ 90.00	
Summer	\$ 15.50	12	10	\$ 1,860	\$ 223	
Fall	\$ 15.50	19	19	\$ 5,596	\$ 224	
Spring	\$ 16.00	19	20	\$ 6,080	\$ 243	
Total				\$ 14,286	\$ 780	
Total for 3 specialist				\$ 42,857	\$ 2,341	\$ 3,616

CAB Specialist - Second Year	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
Summer	\$ 15.50	12	10	\$ 1,860	\$ 223	
Fall	\$ 15.75	19	19	\$ 5,686	\$ 227	
Spring	\$ 16.00	19	20	\$ 6,080	\$ 243	
TOTAL				\$ 13,626	\$ 694	
Total for 2 specialists:				\$ 27,252	\$ 1,388	\$ 2,291
TOTAL				\$ 82,559	\$ 4,288	\$ 6,948

Dept. ID: 2108 Media & Marketing

Account #	Class Code	Account Description	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16803	Salaries - Pro Staff: Media & Communications Coordinator	\$ 62,748	\$ 67,467	\$ 67,467	
613808	16803	Benefits - Pro Staff: Media & Communications Coordinator	\$ 25,099	\$ 26,987	\$ 26,987	
613808	16804	Salaries - Student Assistants	\$ 51,361	\$ 58,935	\$ 58,470	
613808	16804	Benefits - SA- Fall/Spring 4% & summer 12%	\$ 1,850	\$ 2,634	\$ 3,186	
613808	16804	Benefits - SA - summer 12%	\$ 614	\$ -	\$ -	
613808	16803	Salaries - Multimedia Specialist	\$ 12,445	\$ 27,300	\$ 26,772	
613808	16803	Benefits - Multimedia Specialist	\$ 1,505	\$ 10,920	\$ 10,709	
606001		Travel	\$ -	\$ -	\$ 8,000	
660842		Student Activities	\$ 10,000	\$ 9,000	\$ 2,500	
660842	10801	Cougar Pride Swag	\$ 9,000	\$ 7,000	\$ 7,000	
660842	10802	Supplies	\$ 9,000	\$ 5,000	\$ 5,000	
660842	10804	MCT Equipment	\$ 10,000	\$ 7,000	\$ 7,000	
660842	10805	Outreach & Volunteer Programs	\$ 1,000	\$ 500	\$ 500	
		Total	\$ 194,622	\$ 222,743	\$ 223,591	

Breakdown of Funds allocated from Reserves						
		Cougar Pride Swag	\$ -	\$ -	\$ 10,000	

Associated Students, Inc of CSUSM

MCT: 2nd Year Fall	Rate	Weeks	Hours	Total	CORP Benefits	CORP Admin 8%
Summer	\$15.75	6	15	\$ 1,418	\$ 170	
Fall	\$15.75	17	15	\$ 4,016	\$ 161	
Winter	\$16.00	3	15	\$ 720	\$ 29	
Spring	\$16.00	17	15	\$ 4,080	\$ 163	
Total				\$ 10,234	\$ 523	\$ 861
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MCT: 1st Year Fall Hire	Rate	Weeks	Hours	Total	CORP Benefits	CORP Admin 8%
Summer	\$15.50	2	15	\$ 465	\$ 56	
Fall	\$15.50	17	15	\$ 3,953	\$ 158	
Winter	\$15.50	3	15	\$ 698	\$ 28	
Spring	\$16.00	17	15	\$ 4,080	\$ 163	
Total				\$ 9,195	\$ 405	\$ 768
Total for 2 specialist				\$ 18,390	\$ 810	\$ 1,536
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Grand Total				\$ 58,470	\$ 3,186	\$ 4,933

Dept. ID: 2110 General Student Programs

Account #	Class Code	Account Description	21/22 Approved	22/23 Approved	23/24 approved	Notes
613808	16803	Salaries - Student Organization and Project Specialist	\$ 61,703	\$ 50,000	\$ 50,000	Full-time - hourly - non-exempt
613808	16803	Benefits - Student Organization and Project Specialist	\$ 24,681	\$ 20,000	\$ 20,000	
613808	16803	Salaries - Associate Executive Director	\$ 75,000	\$ 95,000	\$ 95,000	
610838	16803	Benefits - Associate Executive Director	\$ 30,000	\$ 38,000	\$ 38,000	
613808	16804	Salaries - Student Assistant	\$ 23,740	\$ 31,373	\$ 31,373	Up to 4 front desk students to cover 40 hrs.
613808	16804	Benefits - SA includes Fall, winter, summer (4%+12%)	\$ 950	\$ 1,497	\$ 1,497	
660842		Student Activities	\$ 700	\$ 700	\$ 700	Front Desk Training
660842	11001	ASI Retreats	\$ 20,400	\$ 20,400	\$ 20,400	
660842	11002	LEAD	\$ 1,500	\$ -	\$ -	
660842	11003	Social Justice Summit	\$ 2,000	\$ -	\$ -	
660842		Volunteer Support	\$ -	\$ 1,000	\$ 1,000	
660842	10706	TLAN	\$ 5,000	\$ 5,000	\$ 5,000	
660858		LEAP	\$ 1,240	\$ 1,240	\$ -	
660842		ASI 30 Year Planning	\$ 5,000	\$ -	\$ -	
660842		Uniforms	\$ 3,000	\$ 3,000	\$ 3,000	Standardized ASI uniforms for all ASI employees
660842	11004	24/5 Library	\$ 150,000	\$ -	\$ -	Per MOU, funding ended FY 21/22
660842	11007	Sustainability	\$ 10,000	\$ 25,000	\$ 10,000	
660842		USU Art	\$ 3,500	\$ 2,000	\$ 2,000	
660835		Office Equip/Computers	\$ 2,200	\$ 12,400	\$ 14,200	All IITS charges and Esign Support Charge
		TOTAL	\$ 420,614	\$ 306,609	\$ 292,169	

Breakdown of Funds allocated from Reserves

660842	11007	Sustainability Projects Fund	\$ -	\$ 15,000	\$ 3,000	
660842		Future Fee Campaign			\$ 10,000	
660835		IITS charges associated with refresh	\$ -		\$ 7,425	
		TOTAL	\$ -	\$ 15,000	\$ 20,425	

Associated Students, Inc of CSUSM

Front Desk	Rate	Weeks	Hours	Total	Corp Benefits %	Corp Admin 8%
Summer	\$ 15.50	5	15	\$ 1,162.50	\$ 139.50	
Retreat/Training	\$ 15.50	2	60	\$ 1,860	\$ 223	
Fall	\$ 15.50	20	45	\$ 13,950	\$ 558	
Spring	\$ 16.00	20	45	\$ 14,400	\$ 576	
				Total \$ 31,373	\$ 1,497	\$ 2,630

Dept. ID: 2111 Vice President of Finance and Operations (VPFO)

Account #	Class Code	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16804	Salaries - SA	\$ 15,428	\$ 15,555	\$ 15,555	
613808	16804	Benefits - SA 4%	\$ 488	\$ 490	\$ 490	
613808	16804	Benefits - SA - Summer 12%	\$ 386	\$ 398	\$ 398	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842	11103	Student Emergency Fund	\$ 35,000	\$ 35,000	\$ -	
660842	11104	ASI Leadership Fund	\$ 25,000	\$ 25,000	\$ 35,000	
		TOTAL	\$77,302	\$77,442	\$52,442	

Breakdown of Funds allocated from Reserves

660842	11103	Student Emergency Fund	\$ 252,350.00	\$ 160,000	\$ 54,000	
660842	11104	ASI Leadership Funding	\$ -	\$ 30,000	\$ 10,000	
		TOTAL	\$ 252,350.00	\$ 190,000	\$ 64,000	

Breakdown of Funds from fundraising/Grants

660842	11103	Student Emergency Funds (Foundation Fund 96014 Project 86578)	\$ -	\$ -	\$ 76,636	
		TOTAL	\$ -	\$ -	\$ 76,636	

Associated Students, Inc of CSUSM

VPFO	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
Summer (June - Aug)	\$ 17.00	13	15	\$ 3,315	\$ 398	
Fall	\$ 17.00	19	20	\$ 6,460	\$ 258	
Spring	\$ 17.00	17	20	\$ 5,780	\$ 231	
Total				\$ 15,555	\$ 887	\$ 1,315

Dept. ID: 2118 Vice President of Student and University Affairs (VP SUA)

Account #	Class Code	Account Descriptions	21/22 Approved	22/23 Approved	22/23 Actuals	23/24 Approved	Notes
613808	16804	Salaries - SA	\$ 15,428	\$ 15,555	\$ 13,528	\$ 15,555	
613808	16804	Benefits - SA 4%	\$ 488	\$ 490	\$ -	\$ 490	
613808	16804	Benefits - SA - Summer 12%	\$ 386	\$ 398	\$ -	\$ 398	
606001		Travel	\$ 5,000	\$ 5,000	\$ 5,028	\$ 5,000	CSSA/CHESS/CSUnity
660842		Student Activities	\$ 3,500	\$ 3,000	\$ 75	\$ 2,500	NVRD, Elections - increase based on programming
660842	11801	Lobby Corp	\$ 1,000	\$ 1,000	\$ 887	\$ 1,000	
		TOTAL	\$ 25,802	\$ 25,442	\$ 19,518	\$ 24,943	

Associated Students, Inc of CSUSM

Vice President of Student and University Affairs	Rate	Weeks	Hours	Total	Corp Benefits	Corp Admin 8%
Summer (June - Aug)	\$ 17.00	13	15	\$ 3,315	\$ 398	
Fall	\$ 17.00	19	20	\$ 6,460	\$ 258	
Spring	\$ 17.00	17	20	\$ 5,780	\$ 231	
Total				\$ 15,555	\$ 887	\$ 1,315

Dept. ID: 2121 University Cost Recovery

Account #	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	24/25 Proposed	Notes
613814	University Indirect Cost Recovery	\$ 23,537	\$ 42,998	\$ 44,288	\$ 45,617	
613814	Business & Financial Services MOU	\$ 101,888	\$ 101,887	\$ 125,273	\$ 129,031	
	TOTAL	\$ 125,425	\$ 144,885	\$ 169,561	\$ 174,648	

Dept. ID: 2124 Chief and Chair

Account #	Class Code	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16804	Salaries - SA	\$15,428	\$15,555	\$15,555	
613808	16804	Benefits - SA 4%	\$ 488	\$ 1,119	\$ 490	
613808	16804	Benefits - Summer - SA 12%	\$ 386	\$ 258	\$ 398	
606001		Travel	\$ 1,000	\$ 1,000	\$ 1,000	
660842		Student Activitites	\$ 1,500	\$ 1,000	\$ 1,000	
		TOTAL	\$18,802	\$18,932	\$18,442	

Associated Students, Inc of CSUSM

Chief & Chair	Rate	Weeks	Hours	Total	Corp Benefi	Corp Admin 8%
Summer (June - Aug)	\$ 17.00	13	15	\$ 3,315	\$ 398	
Fall	\$ 17.00	19	20	\$ 6,460	\$ 258	
Spring	\$ 17.00	17	20	\$ 5,780	\$ 231	
Total				\$ 15,555	\$ 887	\$ 1,315

Dept. ID: 2125 Cougar Pantry

Account #	Class Code	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	Notes
613808	16803	Salaries -Cougar Pantry Coordinator	\$ 61,527	\$ 67,467	\$ 67,467	
613808	16803	Benefits -Cougar Pantry Coordinator	\$ 24,611	\$ 26,987	\$ 26,987	
613808	16804	Salaries -Student Assistants	\$ 56,440	\$ 70,481	\$ 95,985	
613808	16804	Fall/Spring 4% & Summer 12%	\$ 2,170	\$ 2,173	\$ 5,063	
613808	16804	Benefits - SA - summer 4%	\$ 590	\$ 482	\$ -	
660842		Student Activities	\$ 5,000	\$ 3,000	\$ 3,000	Trainings, uniforms
660842	12502	Food	\$ 35,000	\$ 21,490	\$ -	
660842	12501	Operations	\$ 8,000	\$ 10,000	\$ -	
660842	12503	Programming	\$ 10,000	\$ 5,000	\$ 5,000	
606001		Travel	\$ 3,000	\$ 2,000	\$ 2,000	
619801	12504	Van	\$ 8,500	\$ 8,500	\$ 6,510	
		TOTAL	\$ 214,838	\$217,580	\$212,011	

660842	12506	SDFB Refrigerators	\$ 1,225	\$ 150	\$ -	
660842	12507	SB85 - Pantry Expar	\$ 82,985	\$ 52,900	\$ 12,219	
660842	12508	Giving Day (Foundation Project 2020-21)	\$ 560	\$ 13,860	\$ 46,126	
660842	12510	AB 85 - Cal Fresh	\$ 46,152	\$ 30,600	\$ 27,814	
	12511	AB-74	\$ 61,000	\$ 29,935	\$ -	
660842	12513	Foundation Grant	\$ -	\$ 35,200	\$ 11,880	
613808	12514	IRA	\$ -	\$ 19,000	\$ -	
660842	12515	Feeding San Diego (FSD-S23)	\$ -	\$ 6,000	\$ -	
		TOTAL	\$ 191,922	\$187,645	\$ 98,039	

Breakdown of Funds allocated from Reserves

613808	16803	3 additional student assistants	\$ -	\$ -	\$ 20,568	
660842	12502	Food	\$ -	\$ -	\$ 35,000	
660842	12501	Operations	\$ -	\$ -	\$ 20,000	Hygiene is \$30K, operatic
660842	12503	Programming	\$ -	\$ -	\$ 30,000	
619801	12504	Van	\$ -	\$ -	\$ 12,821	
660842	12503	Hygiene supplies	\$ -	\$ -	\$ 30,000	
660842	12503	Monthly Basic Needs Opportunities	\$ -	\$ -	\$ 11,000	
		TOTAL	\$ -	\$ -	\$159,389	

**Pantry Specialist -
First Year (6)**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
Summer	\$ 15.50	4	5	\$ 310	\$ 37.20	\$ 27.78
Fall	\$ 15.50	19	15	\$ 4,418	\$ 176.70	\$ 367.54
Spring	\$ 16.00	19	15	\$ 4,560	\$ 182.40	\$ 379.39
Total				\$ 9,288	\$ 396.30	\$ 774.70

Total for 6 specialist \$ 55,725 \$ 1,585.20 \$ 4,584.82

**Pantry Specialist - (2)
Second Year**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
Summer	\$ 15.75	4	10	\$ 630	\$ 75.60	
Fall	\$ 15.75	19	15	\$ 4,489	\$ 179.55	
Spring	\$ 16.00	19	15	\$ 4,560	\$ 182.40	
Total for 1 specialist				\$ 9,679	\$ 437.55	
Total				\$ 9,679	\$ 875.10	\$ 844.31

Total for 2 specialist \$ 19,358 \$ 1,750.20 \$ 1,688.62 \$ 21,108

Third Year (2)

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
Summer	\$ 16.00	4	10	\$ 640	\$ 76.80	
Fall	\$ 16.00	19	15	\$ 4,560	\$ 182.40	
Spring	\$ 16.25	19	15	\$ 4,631	\$ 185.25	
Total				\$ 9,831	\$ 444.45	\$ 822.06

Total for 2 specialist \$ 19,663 \$ 888.90 \$ 1,644.11 \$ 20,551

**(1) Second Year with
ASI**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
Summer	\$ 15.50	12	5	\$ 930	\$ 111.60	
Fall	\$ 15.50	19	15	\$ 4,418	\$ 176.70	
Spring	\$ 16.00	19	15	\$ 4,560	\$ 182.40	
Total				\$ 9,908	\$ 470.70	\$ 830.26

Total for 2 specialist \$ 19,815 \$ 941.40 \$ 1,660.51

**Pantry Driver
Specialist**

fall \$ 16.00 19 15 \$ 4,560 \$ 182.40 \$ 379.39

spring \$ 16.25 19 15 \$ 4,631 \$ 185.25 385.32

Total for 1 specialist \$ 9,191 \$ 367.65 \$ 764.71 \$ 9,559

Grand Total \$ 113,844 \$ 5,062.65 \$10,342.77 \$ 129,249

Dept. ID: 2126 Festival 78

Account #	Class Code	Account Descriptions	21/22 Approved	22/23 Approved	23/24 Approved	Notes
660842	12601	Volunteers	\$ 2,000	\$ 2,000	\$ 2,000	
660842	12602	Marketing	\$ 7,000	\$ 10,000	\$ 7,000	
660842	12603	Promotions	\$ 6,000	\$ 9,000	\$ 6,000	
660842	12604	Production	\$ 40,000	\$ 80,000	\$ 80,000	
660842	12605	Artist/Hospitality	\$ 66,000	\$ 123,514	\$ 100,000	
660842	12606	Activities/Entertainment	\$ 7,000	\$ 10,000	\$ 10,000	
660842	12607	Décor	\$ 2,000	\$ 7,000	\$ 3,000	
660842		Art	\$ 1,000	\$ 1,000	\$ 1,000	
		Ticket sales	\$ -	\$ -	\$ -	
		TOTAL	\$ 131,000	\$ 242,514	\$ 209,000	

Breakdown of Funds allocated from Reserves

		marketing	\$ -	\$ 5,000	\$ -	
		promotions	\$ -	\$ 5,000	\$ -	
		productions	\$ -	\$ 40,000	\$ 3,000	
		artist/hospitality	\$ -	\$ 53,514	\$ 20,000	
		activities	\$ -	\$ 5,000	\$ -	
		décor	\$ -	\$ 5,000	\$ -	
		TOTAL	\$ -	\$ 113,514	\$ 23,000	