

STUDENT SERVICE FEE REQUEST FOR 2011-2012					
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Name of Unit:					
Children's Learning Center					
			APPROVED	PROJECTED	INCOME
	ACTUAL	SSF	INCOME	ACTUAL	BUDGET
	INCOME FOR	REQUEST	BUDGET	INCOME	REQUEST
	2009-2010	FOR 2010-2011	FOR 2010-2011	FOR 2010-2011	FOR 2011-2012
INCOME					
Student Service Fees-Base Budget for Operations	\$76,417	\$76,417	\$76,417	\$76,417	\$76,417
Student Service Fees-Base Budget for Scholarships	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Student Service Fees, FY 2009-2010 One-Time Allocation	\$0				
Student Service Fees, FY 2010-2011 One-Time Augmentation		\$0	\$2,794	\$2,794	\$0
Student Service Fees, FY 2010-2011 Base Augmentation		\$0		\$0	\$2,794
Sales & Services					
Programs/Events					
Dept of Education Scholarships (CCAMPIS Grant)	\$0	\$0	\$0	\$0	\$0
Advertising					
Gifts/Donations					
UH Commitments*	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Usage Fees (Itemize (A))	\$1,370,047	\$1,230,439	\$1,251,050	\$1,397,134	\$1,397,134
Other (Itemize (B))	\$7,933	\$7,933	\$7,933	\$7,933	\$7,933
Fund Balance Estimate					
TOTAL INCOME	\$1,594,397	\$1,454,789	\$1,478,194	\$1,624,278	\$1,624,278
FY10 LEDGER 3					
FORWARDED					
TO FUND					
BALANCE					
FY10 LEDGER 3 FORWARDED TO FUND BALANCE	\$83,444				
*UH Commitments are as follows:					
University of Houston	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
University Centers	\$0	\$0	\$0	\$0	\$0
Funded from prior years reserve	\$0	\$0	\$0	\$0	\$0
	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Student Service Fees, FY 2010-2011 Base Augmentation**	Due to increase in UH Administration Charge.				
I have read the Policies and Procedures Governing the Collection, Allocation, and Expenditure of Student Service Fees and, to the best of my knowledge believe this report is in accord with the letter and spirit of those statements. This budget report reflects the unit's priorities.					
The figures have been checked for accuracy.					
Signature: Sherry L. Howard					
Date: Oct. 25, 2010					
Signature: Keith T. Kowalka					
Date: Oct. 25, 2010					

NAME OF UNIT:					
Children's Learning Center					
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			APPROVED	PROJECTED	EXPENDITURE
	ACTUAL		EXPENDITURE	ACTUAL	BUDGET
	EXPENSE	SSF REQUEST	BUDGET	EXPENDITURE	REQUEST
NON-CONTROLLABLE EXPENDITURES	2009-2010	FOR 2010-2011	FOR 2010-2011	FOR 2010-2011	FOR 2011-2012
Exempt Category Employee Salaries	\$453,566	\$465,547	\$465,547	\$514,985	\$514,985
Non-Exempt Category Employee Salaries	\$272,880	\$268,227	\$268,227	\$256,261	\$256,261
Lump Sum Wages (Itemize (C))	\$199,215	\$177,500	\$177,500	\$190,000	\$190,000
Subtotal	\$925,661	\$911,274	\$911,274	\$961,246	\$961,246
Mandated Increments					
Equity Adjustments					
Overtime & Temp	\$0	\$5,000	\$5,000	\$0	\$0
Subtotal	\$0	\$5,000	\$5,000	\$0	\$0
Fringe Benefits (Itemize (D))	\$271,058	\$267,874	\$267,874	\$270,959	\$270,959
Student Fee Waivers					
Bad Debt					
Credit Card Usage Fee	\$19,348	\$19,000	\$19,000	\$20,000	\$20,000
Reserve Account					
Subtotal	\$290,406	\$286,874	\$286,874	\$290,959	\$290,959
Utilities	\$30,403	\$35,000	\$35,000	\$35,000	\$35,000
Landscaping/Trash	\$0	\$0	\$0	\$30,378	\$30,378
Administrative Charge	\$51,997	\$54,527	\$57,321	\$90,475	\$90,475
VPSA Administrative Charge	\$1,746	\$1,746	\$1,746	\$1,788	\$1,788
Subtotal	\$84,146	\$91,273	\$94,067	\$157,641	\$157,641
Total	\$1,300,213	\$1,294,421	\$1,297,215	\$1,409,846	\$1,409,846
CONTROLLABLE EXPENSES					
Telephone-Long Distance	\$53	\$100	\$100	\$100	\$100
Telephone-Equipment	\$7,702	\$5,480	\$5,480	\$7,480	\$7,480
Postage	\$52	\$500	\$500	\$200	\$200
Printing	\$965	\$200	\$200	\$1,000	\$1,000
Supplies	\$53,017	\$53,000	\$53,000	\$53,500	\$53,500
Equipment Rental and Maintenance	\$3,942	\$3,150	\$3,150	\$3,200	\$3,200
Travel-Registration Fees	\$1,070	\$1,000	\$1,000	\$3,500	\$3,500
Travel	\$0	\$500	\$500	\$500	\$500
Travel-Other	\$2,789	\$500	\$500	\$3,000	\$3,000
Facility & Renovation Reserve	\$83,444	\$788	\$21,399	\$10,000	\$10,000
Other (Itemize (E))	\$141,150	\$95,150	\$95,150	\$131,952	\$131,952
Subtotal	\$294,184	\$160,368	\$180,979	\$214,432	\$214,432
TOTAL EXPENDITURES	\$1,594,398	\$1,454,789	\$1,478,194	\$1,624,278	\$1,624,278
BALANCE (Income less Expenditures)	\$0	\$0	\$0	\$0	\$0

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Use to Itemize				PROJECTED	
	ACTUAL		APPROVED	ACTUAL	BUDGET
	INC/EXP	SF REQUEST	BUDGET	INC/EXP	REQUEST
	2009-2010	FOR 2010-2011	FOR 2010-2011	FOR 2010-2011	FOR 2011-2012
INCOME					
Usage Fees (list type and amount)					
Tuition and Fees	\$1,370,047	\$1,230,439	\$1,251,050	\$1,397,134	\$1,397,134
Total Usage Fees (A)	\$1,370,047	\$1,230,439	\$1,251,050	\$1,397,134	\$1,397,134
Other Revenue (list type and amount)					
Computer Use Fee Allocation					
Cost Reimbursements					
Sales & Service	\$0	\$0	\$0	\$0	\$0
Food Program Reimbursement	\$0	\$0	\$0	\$0	\$0
Utility Abatement	\$7,933	\$7,933	\$7,933	\$7,933	\$7,933
Total Other (B)	\$7,933	\$7,933	\$7,933	\$7,933	\$7,933
EXPENDITURES					
Lump Sum Wages					
Non-Student Wages					
Student Wages	\$199,215	\$177,500	\$177,500	\$190,000	\$190,000
Total Lump Sum Wages (C)	\$199,215	\$177,500	\$177,500	\$190,000	\$190,000
Fringe Benefits					
FICA	\$57,407	\$57,000	\$57,000	\$70,323	\$70,323
Insurance	\$128,460	\$128,000	\$128,000	\$128,000	\$128,000
Retirement	\$45,910	\$49,000	\$49,000	\$44,484	\$44,484
Unemployment Compensation	\$9,554	\$9,394	\$9,394	\$9,192	\$9,192
Longevity	\$29,728	\$24,480	\$24,480	\$18,960	\$18,960
Total Fringe Benefits (D)	\$271,058	\$267,874	\$267,874	\$270,959	\$270,959
Other (list type and amount)					
Food Supply	\$16,764	\$10,000	\$10,000	\$17,000	\$17,000
Special Events	\$1,532	\$1,800	\$1,800	\$1,800	\$1,800
Staff Development	\$0	\$1,500	\$1,500	\$0	\$0
Insurance	\$0	\$0	\$0	\$0	\$0
Advertising	\$95	\$100	\$100	\$100	\$100
Repair & Maintenance	\$8,399	\$18,750	\$18,750	\$15,000	\$15,000
Dues Tax & License	\$2,155	\$1,000	\$1,000	\$2,250	\$2,250
Professional Services	\$68,440	\$4,000	\$4,000	\$34,802	\$34,802
Cleaning Services	\$10,197	\$0	\$0	\$11,000	\$11,000
Equipment	\$0	\$18,000	\$18,000	\$10,000	\$10,000
SFAC Tuition Scholarships	\$33,567	\$40,000	\$40,000	\$40,000	\$40,000
Total Other (E)	\$141,150	\$95,150	\$95,150	\$131,952	\$131,952