

Expenses	Cost Center -note where SFAC funds to be transferred	FY 2014	FY 2014	FY 2015	FY 2015	FY 2016	
		Approved Budget for 2013-2014	Actual Budget for 2013-2014	Approved Budget for 2014-2015	Projected Actual for 2014-2015	Budget Request for 2015-2016	
Salaries and Wages		Select one					
Exempt Category Employee Salaries	SSF (3049) / Other / Both	890,730.00	918,554.84	994,330.00	994,330.00	1,125,622.00	
Non-Exempt Employee Salaries	SSF (3049) / Other / Both	115,110.00	77,196.04	69,368.00	69,368.00	69,368.00	
Lump Sum Wages (Itemize below)	SSF (3049) / Other / Both						
Student Workers (NCWS)	SSF (3049) / Other / Both						
Student Workers (Graduate Students)	SSF (3049) / Other / Both	16,296.00	15,036.00	16,296.00	16,296.00	16,296.00	
Student Leader Stipends							
Other Temporary Workers	SSF (3049) / Other / Both						
Mandated/Merit Increments	SSF (3049) / Other / Both	16,732.00					
Equity Adjustments (Salary Equity)	SSF (3049) / Other / Both						
Overtime	SSF (3049) / Other / Both						
Total Salaries and Wages		1,038,868.00	1,010,786.88	1,079,994.00	1,079,994.00	1,211,286.00	
Fringe Benefits		Select one					
FICA	SSF (3049) / Other / Both	74,551.00	72,088.10	83,632.00	83,632.00	86,417.00	
Insurance	SSF (3049) / Other / Both	123,523.00	117,102.65	127,190.00	141,123.00	151,931.00	
Retirement	SSF (3049) / Other / Both	63,210.00	77,128.45	71,080.00	71,080.00	83,209.00	
Unemployment	SSF (3049) / Other / Both	5,933.00	5,602.24	6,013.00	6,013.00	6,885.00	
Worker's Compensation	SSF (3049) / Other / Both	4,629.00	4,583.65	4,920.00	4,920.00	5,482.00	
Employee Benefits Vacation Pool (.5% benefits eligible staff)	SSF (3049) / Other / Both				4,905.00	5,975.00	
Longevity	SSF (3049) / Other / Both	8,580.00	7,800.00	7,720.00	8,160.00	10,320.00	
Total Fringe Benefits		280,426.00	284,905.09	300,555.00	319,833.00	350,219.00	
Other Expenses		Select one					
Information Technology Charge (formerly telephone expenses)	SSF (3049) / Other / Both	10,790.00	9,795.87	10,500.00	10,000.00	10,000.00	
Postage	SSF (3049) / Other / Both	700.00	117.76	350.00	350.00	120.00	
Printing	SSF (3049) / Other / Both	3,500.00	1,608.00	3,500.00	3,500.00	1,500.00	
Supplies	SSF (3049) / Other / Both	11,000.00	13,924.93	11,000.00	11,000.00	13,000.00	
Equipment (includes Maintenance/Rental)	SSF (3049) / Other / Both	5,734.00	2,484.52	3,500.00	3,500.00	2,500.00	
Equipment/Furniture Purchases	SSF (3049) / Other / Both	1,200.00	1,723.60	1,200.00	1,200.00	1,200.00	
Registration Fees	SSF (3049) / Other / Both	2,393.00	9,678.25	7,000.00	9,000.00	7,000.00	
Travel	SSF (3049) / Other / Both	7,155.00	17,910.66	11,000.00	15,000.00	11,000.00	
Advertisements/Outreach Supplies/Events	SSF (3049) / Other / Both	15,367.00	2,652.62	15,000.00	11,922.00	5,074.00	
Credit Card Usage Fee	SSF (3049) / Other / Both	900.00	681.11	900.00	900.00	700.00	
Licenses/Professional Fees	SSF (3049) / Other / Both	2,723.00	13,860.22	4,000.00	4,000.00	4,000.00	
Liability Insurance	SSF (3049) / Other / Both	6,756.00	4,300.00	7,500.00	7,500.00	5,000.00	
Membership fees	SSF (3049) / Other / Both	4,525.00	9,517.33	5,000.00	5,000.00	5,000.00	
Testing Materials	SSF (3049) / Other / Both	3,500.00	2,995.77	3,500.00	3,500.00	1,000.00	
Books/Videos/Magazines	SSF (3049) / Other / Both	175.00	4,153.02	1,000.00	1,000.00	1,000.00	
Communication Allowances	SSF (3049) / Other / Both	900.00	600.00	600.00	600.00	600.00	
Fare for in-House Business Meeting	SSF (3049) / Other / Both	2,100.00	364.01	2,100.00	400.00	400.00	
Business Meals/Food Expenses	SSF (3049) / Other / Both	3,527.00	3,994.51	3,500.00	3,500.00	3,500.00	
Computer Supplies/Software	SSF (3049) / Other / Both	1,815.00	1,816.85	2,000.00	2,000.00	2,000.00	
Moving Expenses	SSF (3049) / Other / Both	0.00		4,000.00	4,000.00	4,000.00	
Miscellaneous	SSF (3049) / Other / Both	7,100.00	4,774.19	3,100.00	3,100.00	3,100.00	
Admin Charge (6% of total expenses)	SSF (3049) / Other / Both	84,669.00	83,958.52	88,848.00	88,848.00	89,052.00	
Total Other Expenses		176,529.00	190,911.74	189,098.00	189,820.00	170,746.00	
Total Expenses		1,495,823.00	1,486,003.71	1,569,647.00	1,589,647.00	1,732,251.00	
Balance (Income less Expenses)		0.00	46,759.29	0.00	0.00	(0.00)	

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:

Norma Ngo

Title:

Director

Date:

10/20/2014

Other AVP required signatures/dates

Floyd Robinson

10/20/14

Form completed by:

Michelle Le

10/20/14

Certifying Signature & Date:

Kim Barrow

10/20/14