

Expenses	Cost Center -note where SFAC funds to be transferred	Approved Budget for 2014-2015	Actuals 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	SSF (3049) / Other / Both		39,255	46,572	74,074	87,350
Non-Exempt Employee Salaries	SSF (3049) / Other / Both					
Lump Sum Wages (Itemize below)	SSF (3049) / Other / Both					
Student Workers (NCWS)	SSF (3049) / Other / Both					
Student Workers (Graduate Students)	SSF (3049) / Other / Both					
Student Leader Stipends	SSF (3049) / Other / Both					
Other Temporary Workers	SSF (3049) / Other / Both					
Mandated/Merit Increments	SSF (3049) / Other / Both					
Equity Adjustments (Salary Equity)	SSF (3049) / Other / Both					
Overtime	SSF (3049) / Other / Both					
Total Salaries and Wages		0	39,255	46,572	74,074	87,350

Fringe Benefits	Select one					
FICA	SSF (3049) / Other / Both		2,997	2,887	5,667	6,682
Insurance	SSF (3049) / Other / Both		5,268	6,452	11,531	13,837
Retirement	SSF (3049) / Other / Both		3,062	3,167	5,037	5,940
Unemployment	SSF (3049) / Other / Both		216	256	407	480
Worker's Compensation	SSF (3049) / Other / Both		177	210	333	393
Employee Benefits Vacation Pool (.5% benefits eligible staff)	SSF (3049) / Other / Both		196	233	370	437
Longevity	SSF (3049) / Other / Both				140	240
Total Fringe Benefits		0	11,915	13,205	23,486	28,009

Other Expenses	Select one					
Information Technology Charge (formerly telephone expenses)	SSF (3049) / Other / Both			100	100	100
Postage	SSF (3049) / Other / Both		0	0	0	0
Printing	SSF (3049) / Other / Both		140	1,000	1,000	1,000
Supplies	SSF (3049) / Other / Both		7,568	5,000	6,300	6,300
Equipment (includes Maintenance/Rental)	SSF (3049) / Other / Both		90	0	200	200
Rental-Office	SSF (3049) / Other / Both		0	0	350	350
Travel - Student	SSF (3049) / Other / Both		1,607	0	2,000	2,000
Travel - Other	SSF (3049) / Other / Both		4,565	0	4,500	4,500
Advertisement	SSF (3049) / Other / Both		818	0	900	900
Business-Meals/Meetings	SSF (3049) / Other / Both		2,268	0	5,000	5,000
Registration Fees	SSF (3049) / Other / Both		900	0	1,000	1,000
UH-Promotional Special Events	SSF (3049) / Other / Both		1,651	0	2,000	2,200
Membership	SSF (3049) / Other / Both		544	0	500	550
Rental Space/Student Center	SSF (3049) / Other / Both		329	1,000	1,000	1,000
Misc/Work Orders	SSF (3049) / Other / Both		96	100	100	100
Marketing/Promotional Items	SSF (3049) / Other / Both		0	5,000	5,000	5,000
CIR Program Activities	SSF (3049) / Other / Both		0	10,000	10,000	10,000
Student Leadership Stipend (no longer pay)	SSF (3049) / Other / Both		0	0	0	0
Admin Charge (6% of total expenses)	SSF (3049) / Other / Both		3,523	4,919	5,854	6,922
	SSF (3049) / Other / Both					
	SSF (3049) / Other / Both					
Total Other Expenses		0	24,099	27,119	45,804	47,122

Total Expenses	0	75,269	86,896	143,363	162,481
Balance (Income less Expenses)	0	74,247	56,468	36,350	34,932

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: John Shiflet

Title: Director, Cougars in Recovery

Date: 10/16/15

Other AVP required signatures/dates: Floyd Rowland

Form completed by: Kim Barrow

Certifying Signature & Date: Kim Barrow 10/16/15

Last update 9/21/2015