

STUDENT SERVICE FEE REQUEST FOR 2018-2019

FISCAL YEAR 2019

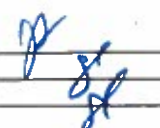
Name of Unit: Children's Learning Center

Dept#: H0229

| | FY 2017 | FY 2017 | FY 2018 | FY 2018 | FY 2019 |
|--|------------------------------|-----------------------|------------------------------|------------------------------------|---------------------------------|
| Funding Sources | Approved Budget 2016-2017 | Actuals 2016- 2017 | Approved Budget 2017-2018 | Projected Actuals for 2017-2018 | Budget Request for 2018-2019 |
| Student Service Fees- Base Budget | 113,329 | 113,329 | 113,329 | 113,329 | 113,329 |
| SSF Merit/Salary Increase | | - | | - | |
| Student Service Fees Base Augmentation Request | | | | | |
| Student Service Fees One-Time Request | | | - | - | |
| Student Service Fees One-Time Additional Request | | | | Enter Add'l One time | |
| SSF One Time Fund Equity Rollover | | | | - | |
| CFWD from Prior Year (Open Commitments) | | - | | - | |
| Creation of Business Services Program | | | | | |
| Income From All Other Sources | | | | | |
| State Funding (Fund 1) | | | | | |
| Designated (Fund 2) | 9,621 | - | 1,674 | 1,674 | 1,674 |
| Designated (Fund 2)/Sales&Services E&G | | | | | |
| Sales & Services Income (Fund 3) | | | 0 | | |
| Programs/Events Income (Fund 3) | 1,873,978 | 2,252,604 | 2,060,000 | 2,150,000 | 2,150,000 |
| Facility Rental Income (Fund 3) | | - | | | |
| Gifts/Donations (Fund 4) | 3,000 | 1,452 | 3,000 | 3,000 | 3,000 |
| Grants (Fund 5) | 375,000 | 342,267 | 375,000 | 375,000 | 375,000 |
| Other Income (itemize below) | | | | | |
| Dedicated Fees-Base Budget-Student Center | | - | | | |
| Dedicated Fees-Base Budget-SC Transformation | | - | | | |
| Dedicated Fees-Base Budget Recreation Facility | | - | | | |
| UH Commitments (3048-10385) | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Federal Pass-Thru (Hazard Mitigation Grant) | | 15,000 | | | |
| Subtotal of Income | 2,474,928 | 2,824,652 | 2,653,003 | 2,743,003 | 2,743,003 |
| Deductions from Income | | | | | |
| Student Fee Waivers-SC | | - | | | |
| Student Fee Waivers- SC Transformation | | - | | | |
| Student Fee Waivers- Recreation | | - | | | |
| Subtotal of Deductions from Income | 0 | - | 0 | 0 | 0 |
| TOTAL INCOME | 2,474,928 | 2,824,652 | 2,653,003 | 2,743,003 | 2,743,003 |




FY17 Fund 3049 Equity returned to Reserve \$ 966.31

 Initials Dept. Head
 Initials Completed by
 Initials Certifying Signatory



| Expenses | Approved Budget 2016-2017 | Actuals 2016- 2017 | Approved Budget 2017-2018 | Projected Actuals for 2017-2018 | Budget Request for 2018-2019 |
|---|------------------------------|-----------------------|------------------------------|------------------------------------|---------------------------------|
| Salaries and Wages | | | | | |
| Exempt Category Employee Salaries | 723,181 | 760,115 | 782,997 | 779,206 | 779,206 |
| Non-Exempt Employee Wages | 424,948 | 445,156 | 432,079 | 435,465 | 435,465 |
| Student Workers Wages (NCWS) | 254,503 | 341,661 | 152,885 | 254,503 | 254,503 |
| Student Workers Wages (Graduate Students) | | 11,282 | 5,499 | 6,000 | 6,000 |
| Other Temporary Workers Wages | | - | | | |
| Longevity | 27,880 | 31,460 | 34,820 | 35,000 | 35,000 |
| Graduate Insurance Stipend | | - | | | |
| Shift Differential Wages | | - | | | |
| Overtime Wages | | 490 | | | |
| Salaries and Wages Total | 1,430,512 | 1,590,164 | 1,408,280 | 1,510,174 | 1,510,174 |
| Fringe Benefits | | | | | |
| Fringe Benefits Total | 383,930 | 488,224 | 433,217 | 440,589 | 440,589 |
| Other Expenses | | | | | |
| Advertising | 600 | 375 | 1,150 | 600 | 600 |
| Awards | | - | | | |
| Business Meals | | 232 | 650 | 350 | 350 |
| Clinical/Lab Supplies | | - | | | |
| Competition Fees | | - | | | |
| Computer/Hw/Sw Supplies/Repairs | | - | | | |
| Construction/Renovation | | - | | | |
| Consulting Services | | - | | | |
| Cost Of Goods Sold | | - | | | |
| Facilities Work Orders | 100,000 | 84,495 | 100,000 | 100,000 | 100,000 |
| Financial/Legal | 25,000 | 27,348 | 26,200 | 26,200 | 26,200 |
| Office/General Supplies | 22,060 | 31,527 | 15,000 | 18,000 | 18,000 |
| Other Expense | | - | | | |
| Parts/Furniture | 1,852 | 9,319 | 12,000 | 12,000 | 12,000 |
| Printing/Postal/Freight | 850 | 859 | 2,150 | 1,000 | 1,000 |
| Professional Development | 4,159 | 3,315 | 4,250 | 4,250 | 4,250 |
| Programs/Events | | 6,823 | 13,000 | 10,000 | 10,000 |
| Prospective/New Employee | | - | | | |
| Rental/Lease | 8,700 | 11,751 | 20,700 | 18,000 | 18,000 |
| Repairs/Maintenance | | 1,462 | | | |
| Scholarships/Stipends | 192,067 | 233,194 | 255,000 | 255,000 | 255,000 |
| Security Services | | - | | | |
| Services | | - | | | |
| Student Leadership Stipend | 0 | - | 0 | 0 | |
| Teaching Food | 29,000 | 35,450 | 29,860 | 29,860 | 29,860 |
| Teaching Supplies | 90,000 | 46,207 | 80,000 | 75,000 | 75,000 |
| Telecom Services/Supplies | 10,100 | 9,589 | 33,215 | 28,000 | 28,000 |
| Temporary Staffing | | - | | | |
| Travel | 1,500 | 5,956 | 1,850 | 6,000 | 6,000 |
| Travel/Guest | | - | | | |
| Travel/Student | | - | | | |
| Uniforms | | 62 | | 100 | 100 |
| Utilities | 25,000 | 29,142 | 24,951 | 30,000 | 30,000 |
| Other Itemized | | | | | |
| Projects-Furniture & Equipment CAPITAL | | - | | | |
| Projects-Construction (equity transfer) | | - | | | |
| Debt Service | | - | | | |
| Deferred Maintenance / Reserve | | 51,736 | | | |
| Transformation - CIP | | - | | | |
| Admin Charge (6% of Total Expense) | 119,238 | 130,091 | 155,856 | 155,206 | 155,206 |
| Bad Debt Expense | | - | | | |
| Indirect Cost | 30,360 | 19,593 | 35,674 | 22,674 | 22,674 |
| Other Expenses Total | 660,486 | 738,526 | 811,506 | 792,240 | 792,240 |
| TOTAL EXPENSE | 2,474,928 | 2,816,914 | 2,653,003 | 2,743,003 | 2,743,003 |
| BALANCE (Income less Expenses) | 0 | 7,737 | 0 | 0 | (0) |

Initials Dept. Head _____
 Initials Completed by _____
 Initials Certifying Signatory _____

APPROVALS:

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: Jennifer Skypala 832-842-0500
Title: CIC Director

Date: 10/19/17

Other AVP Required Signatures/Dates:

[Signature] 10/19/17
[Signature] 10/19/17

Form Completed By: Gil Lyalde

Certifying Signature & Date: Gil Lyalde 10/19/17

9/6/2017