



**ASSOCIATED STUDENTS, INC.
CAL STATE SAN MARCOS**

MEMORANDUM

Date: September 20, 2022

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

From: Bryan Roberson, Executive Vice President, Associated Students Inc. *Bryan Roberson*
Annie Macias, Ph.D., Executive Director, Associated Students Inc. *Annie Macias*

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

Subject: ASI amended 22|23 Budget and Corporate Reserves

The Associated Students, Inc. (ASI) Executive Team of California State University, San Marcos, approved the amendments to the 2022-2023 ASI budget. These details include the increase in minimum wage effective next year and the increase in professional staff salaries supporting each entity of the organization. Also, we have decided to incorporate the San Diego Foundation Grant to cover food costs within the Cougar Pantry as well as the IRA Grant to cover the Cal Fresh Programming.

On September 16, 2022, the ASI Board of Directors, 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 Cal-State, San Marcos, as we have previously reduced budgets for programs and initiatives. The amount of the undesignated reserves was \$1,901,867 of \$2,982,903 total fund balance. 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:

- **Cougar Pantry Grants:** \$119,000 has been allocated to the Cougar Pantry to substantiate the academic year 2022-2023. This allocation has been brought into perspective due to funds that are already designated to the department.
- **ASI Student Leadership Fund:** \$30,000 is allocated to further support student organizations on campus.
- **Student Emergency Fund:** \$160,000 is allocated to sustain the demand for students in critical needs for financial support. Due to COVID-19, we have noticed a significant spike in demand for this fund as we anticipate the same for this upcoming year.
- **ASI Timeline Project:** \$8,000 is allocated to show the history and development of ASI within the office.
- **Wellness and Recreation Building:** \$1,200,000 allocated to contribute to the development of this project as this will become a valuable resource for all students at CSUSM. It has become a mission for ASI to prioritize student well-being and health campus wide.
- **ASI Program Support:** \$240,490 allocated to further support the different departments of ASI.
- **Insurance Claim:** \$144,377 is allocated due to the fraud case ASI has previously been involved in.

ASSOCIATED STUDENTS, INC. OF CALIFORNIA STATE UNIVERSITY SAN MARCOS
333 S. Twin Oaks Valley Road, USU 3700, San Marcos, CA, 92096
asi@csusm.edu | www.csusm.edu/asi | Phone: 760.750.4990 | Fax: 760.750.3149

Associated Students, Inc
of California State University San Marcos

Annual Budget 2022-2023



ASSOCIATED STUDENTS, INC. (ASI)

Budget Call Timeline for Fiscal Year 2022/2023

Date	Description
Friday, January 28, 2022	Budget request email will be sent out to all ASI.
January 33- Feb 4, 2022	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 7-11, 2022	Each department supervisor will meet with the ASI Financial Services and Student Organization Accounts Coordinator to review their proposed budget.
Friday, February 19, 2021	All budget proposals need to be submitted to the ASI Financial Services and Student Organization Accounts Coordinator.
Monday, February 28, 2022	Submission to the Internal Operations Committee Chair as an action item for the Internal Operations Committee's agenda.
Friday, March 11, 2022	Internal Operations Committee meets to determine new initiatives and review the proposed ASI master budget for Fiscal Year 2022/2023. All departments should have a student representative in attendance to present their requested budget.
Friday, March 11, 2022	Submission to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday, March 18, 2022	BOD reviews and approves 2022/2023 ASI Master Budget.
Friday, April 15, 2022	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th.
Friday, April 22, 2022	BOD meeting reserved for budget adjustment if needed.
Monday, April 25, 2022	ASI memo, 2022/2023 approved budget narrative, signed BOD minutes due to CSUSM VPFA for signature.
Friday, April 30, 2022	ASI memo, 2022/2023 approved budget narrative, signed BOD minutes due to CSUSM President for signature.
Monday, May 16, 2022	2022-2023 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 9, 2021 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.

ASI Budget Summary

		20/21 Approved Virtual	21/22 Approved	21/22 Actuals	22/23 Proposed
REVENUE					
	Fall Headcount	13,395	13395		13,395
	Spring headcount	13,395	13395		13,395
	Fee Amount per semester	\$ 75	\$ 75	\$75	\$75
	REVENUE TOTAL	\$ 2,009,250	\$ 2,009,250	\$2,428,964	\$ 2,009,250
EXPENSES					
2101	Operations	\$ 290,417	\$ 353,014	\$ 330,987	\$ 481,763
2102	Board of Directors	\$ 155,364	\$ 150,300	\$ 124,465	\$ 117,558
2103	ASI President	\$ 18,986	\$ 21,427	\$ 13,143	\$ 21,427
2107	Campus Activity Board	\$ 201,781	\$ 272,596	\$ 152,895	\$ 266,514
2108	Media and Marketing	\$ 202,005	\$ 194,622	\$ 198,035	\$ 222,743
2110	General Student Programs	\$ 404,290	\$ 418,414	\$ 346,151	\$ 304,651
2111	ASI Executive Vice President	\$ 72,708	\$ 77,302	\$ 169,049	\$ 76,959
2118	ASI Vice President of Student & University Affairs	\$ 21,458	\$ 25,802	\$ 28,509	\$ 25,302
2121	University Cost Recovery	\$ 118,225	\$ 125,425	\$ 125,424	\$ 144,885
2124	ASI Chair & Chief of Staff	\$ 1,500	\$ 18,802	\$ 3,763	\$ 18,790
2125	ASI Cougar Pantry	\$ 155,925	\$ 214,838	\$ 216,653	\$ 199,449
2126	Festival 78	\$ 119,000	\$ 131,000	\$ 139,139	\$ 128,500
	EXPENSES TOTAL	\$ 1,761,659	\$ 2,003,542	\$1,848,213	\$ 2,008,541

GRAND TOTAL \$ 247,591 \$ 5,708 \$ 580,750 \$ 709

Associated Students, Inc. of CSUSM

RESERVES

		20-21 Actuals	21-22 Actuals	22-23 Proposed	Notes
Designated by ASI Corporate Policy					
	Working capital & current operations		\$ 602,341	\$ 602,341	
	Capital Equipment & Acquisition		\$ 74,724	\$ 87,307	3 year computer refresh
	Planned Future Growth		\$ 301,388	\$ 301,388	
Designated By the ASI Board of Directors					
	Reserved for Student Emergency Fund		\$ 252,350	\$ 160,000	
	Reserved for Wellness and Recreation Building		\$ 982,942	\$ 1,200,000	
	Reserved for Program Support		\$ -	\$ 240,490	
	Reserved for ASI Cougar Pantry related grants		\$ 141,965	\$ 119,000	
	Reserved for ASI Leadership Funding		\$ -	\$ 30,000	
	Reserved for ASI 30 year timeline Project		\$ -	\$ 8,000	
Undesignated					
			\$ -	\$ 144,377	18-19 Insurance claim recovery
	RESERVE TOTALS		\$2,355,710	\$ 2,892,903	

Dept. ID: 2101 Operations | Chargebacks: 210101

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes
613808	16803	Salaries - Pro Staff: Business Operations Analyst	\$ -	\$ -	\$ 69,000	
613808	16803	Benefits - Pro Staff: Business Operations Analyst	\$ -	\$ -	\$ 27,600	
613808		General Salary Increase adjustments (GSI)	\$ 23,160	\$ 23,955	\$ 23,243	3% GSI per ASI Professional Staff position
613808	16803	Salary - Executive Director	\$ 123,000	\$ 123,000	\$ 137,000	
613808	16803	Benefits - Executive Director	\$ 49,200	\$ 49,200	\$ 54,800	
613816		Corp Admin Charge 8%	\$ 19,829	\$ 82,638	\$ 93,637	8% of salary and benefits of all Corporation employees ; pro staff, part-time, student employees, and Graduate Assistants
660858		Corp Education Benefits	\$ 6,400	\$ 6,400	\$ 3,200	\$3,200 for one employee, requires pre-approval
660858		Prof. Development	\$ 8,590	\$ 5,775	\$ 6,600	Professional development for 8 staff @ \$825
606001		Systemwide Travel	\$ -	\$ 5,000	\$ 5,000	advisor travel to AOA, CSUnity, and CHESS
604001		Telecommunications/ Phones	\$ 9,905	\$ 12,000	\$ 8,000	
613810		Auditing Expenses	\$ 25,000	\$ 25,000	\$ 30,000	
660001		Postage/Mail	\$ -	\$ 500	\$ 500	
660003		Office Supplies	\$ 10,000	\$ 10,000	\$ 9,000	
660010		Insurance/CSURMA	\$ 7,929	\$ 6,044	\$ 7,683	
660010		Dividend	\$ (1,596)	\$ (1,998)	\$ -	
660835		Signa - Copier Lease			\$ 1,200	Leased for 5 years
660842	12512	Golf Cart			\$ 1,000	Registration, maintainance, parking
660805		Membership Dues	\$ 2,500	\$ 2,000	\$ 2,000	NACA, ACUI, AOA, Adobe membership
613807		Legal	\$ 5,000	\$ 3,000	\$ 1,500	
660851		Bank Charges	\$ 1,500	\$ 500	\$ 800	
		Total	\$ 290,417	\$ 353,014	\$ 481,763	

Dept. ID: 2101 Operations | Chargebacks: 210101

GSI Calculation:

Staff	Salary	Benefits	8% Corp Cost	Total Cost per position	Notes
Executive Director	\$ 137,000	\$ 54,800	\$ 15,344	\$ 191,800	
Associate Executive Director	\$ 95,000	\$ 38,000	\$ 10,640	\$ 133,000	
Business Operations Analyst	\$ 69,000	\$ 27,600	\$ 7,728	\$ 96,600	
ASI Board of Directors Coordinator	\$ -	\$ -	\$ -	\$ -	22-23 part of re-structure to hire S23
Student Engagement Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454	
Media & Communications Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454	
Student Organizations & Projects Specialist	\$ 50,000	\$ 20,000	\$ 5,600	\$ 70,000	
Cougar Pantry Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454	
	\$ 553,401	\$ 221,360	\$ 61,981	\$ 774,761	
		3% GSI if approved		\$ 23,243	

Board of Directors

Account #	Dept. ID	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes
613808	2102	16803	Salaries - Pro Staff: ASI Board of Directors Coordinator	\$ 72,000	\$ 72,000	\$ 49,684	Eliminate AD, start with GA under AED for Fall 22 and turn into Coordinator for Spring 2023
613808	2102	16803	Benefits - Pro Staff: ASI Board of Directors Coordinator	\$ 28,800	\$ 28,800	\$ 19,874	
606001	2102		Travel	\$ -	\$ 3,000	\$ 5,000	CSUnity for BODers, CHES for BODers
609008	2102		Scholarship	\$ -	\$ 12,000	\$ 12,000	BOD scholarships \$500 per semester for 12 representatives excludes Execs
660842	2102		Student Activities	\$ 32,000	\$ 20,000	\$ 20,000	16 BOD Parking Passes, 4 Execs summer passes, trainings, collabs, shirts
660842	2102	10216	Veteran's Rep	\$ 1,500	\$ 2,000	\$ 1,500	
660842	2102	10217	Sustainability Rep	\$ 1,500	\$ 2,000	\$ 1,500	
660842	2102	10218	Diversity & Inclusion Reps	\$ 3,000	\$ 2,000	\$ 1,500	
660842	2102	10220	CSTEM Reps	\$ 1,500	\$ 1,500	\$ 1,000	
660842	2102	10221	COBA Reps	\$ 1,500	\$ 1,500	\$ 1,000	
660842	2102	10222	COEHHS Reps	\$ 1,500	\$ 1,500	\$ 1,000	
660842	2102	10223	CHABSS Reps	\$ 1,500	\$ 1,500	\$ 1,000	
660842	2102	10224	ASI General Elections	\$ 2,500	\$ 2,500	\$ 2,500	
			Total	\$ 155,364	\$ 150,300	\$ 117,558	

Associated Students, Inc of CSUSM

Graduate Assistant	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%	Total Cost
summer	\$ 16.50	12	15	\$ 2,970	\$ 356	\$ 266	\$ 3,636
winter	\$ 16.50	4	20	\$ 1,320	\$ 158	\$ 118	\$ 1,637
spring	\$ 16.50	17	20	\$ 5,610	\$ 673	\$ 503	\$ 6,839
				Total \$ 15,510	\$ 1,861	\$ 1,390	\$ 18,761

BOD
Coordinator

Salary \$34,174.00
Benefits \$13,669.60
8% Corp Cost \$3,827.49
Total Cost \$51,671.09

ASI President

Account	DEPT	Class	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	2103	16804	Salaries - SA	\$ 16,013	\$ 16,013	\$ 16,013	
613808	2103	16804	Benefits - SA 4%	\$ 641	\$ 504	\$ 504	
613808	2103	16804	Benefits - SA- Summer 12%	\$	\$ 410	\$ 410	
606001	2103		Travel	\$	\$ 3,500	\$ 3,500	
660842	2103		Student Activities	\$ 1,000	\$ 1,000	\$ 1,000	
			TOTAL	\$ 18,986	\$21,427	\$21,427	

Associated Students, Inc of CSUSM

President	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
summer (June - Aug)	\$ 17.50	13	15	\$ 3,413	\$ 410	
fall	\$ 17.50	19	20	\$ 6,650	\$ 266	
spring	\$ 17.50	17	20	\$ 5,950	\$ 238	
Total				\$ 16,013	\$ 914	\$ 1,354

Dept. ID: 2107 Campus Activities Board (CAB)

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	16803	Salaries - Pro Staff: Student Engagement Coordinator	\$ 61,000	\$ 63,586	\$ 67,467	
613808	16803	Benefits - Pro Staff: Student Engagement Coordinator	\$ 24,400	\$ 25,434	\$ 26,987	
613808	16803	Salary - Grad Assistant	\$ -	\$ 14,850	\$ 15,510	
613808	16803	Benefits - GA 12%	\$ -	\$ 1,782	\$ 1,861	
613808	16804	Salaries - Student Assistants	\$ 34,169	\$ 72,996	\$ 78,358	
613808	16804	Benefits - SA	\$ 1,367	\$ 2,656	\$ 4,831	
		Benefits - Summer- SA		\$ 792		
660842		Student Activities	\$ 5,000	\$ 7,000	\$ 8,000	
660842	10701	Novelty & Variety	\$ 20,000	\$ 22,500	\$ 22,500	
660842	10704	Community Service	\$ 4,000	\$ 7,000	\$ 3,000	
660842	10705	On The Road	\$ 4,000	\$ 7,500	\$ 2,500	
660842	10706	TLAN	\$ 2,500	\$ -	\$ -	
660842	10707	Cougar Pride & Traditions	\$ 25,000	\$ 31,000	\$ 20,000	
660842	10711	Alternative Spring Break	\$ 15,550	\$ 15,500	\$ 15,500	
660842	10713	Marketing	\$ -	\$ -	\$ -	
660835		Office Equip/Computers	\$ -	\$ -	\$ -	
		Total	\$ 201,781	\$ 272,596	\$ 266,514	

Associated Students, Inc of CSUSM

CAB: 1st year spring hire	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 15.00	5	10	\$ 750	\$ 90	
fall	\$ 15.00	17	15	\$ 3,825	\$ 153	
winter	\$ 15.00	2	15	\$ 450	\$ 18	
spring	\$ 15.50	17	17	\$ 4,480	\$ 179	
Total				\$ 9,505	\$ 440	796

summer	\$ 15.00	5	10	\$ 750.00	\$ 90.00	
fall	\$ 15.00	17	15	\$ 3,825	\$ 153	
winter	\$ 15.00	2	15	\$ 450	\$ 18	
spring	\$ 15.50	17	17	\$ 4,480	\$ 179	
Total				\$ 9,505	\$ 440	
Total for 3 specialist				\$ 28,514	\$ 1,321	2,387

CAB: 2nd year pride	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 15.00	6	15	\$ 1,350	\$ 162	
fall	\$ 15.25	17	20	\$ 5,185	\$ 207	
winter	\$ 15.25	2	20	\$ 610	\$ 24	
spring	\$ 15.50	17	20	\$ 5,270	\$ 211	
Total				\$ 12,415	\$ 605	
Total for 2 specialists:				\$ 24,830	\$ 1,209	2,083

Graduate Assistant	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 16.50	12	15	\$ 2,970	\$ 356	
fall	\$ 16.50	17	20	\$ 5,610	\$ 673	
winter	\$ 16.50	4	20	\$ 1,320	\$ 158	
spring	\$ 16.50	17	20	\$ 5,610	\$ 673	
Total				\$ 15,510	\$ 1,861	1,390
Grand Totals				\$ 78,358	\$ 4,831	6,655

Dept. ID: 2108 Media & Marketing

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	16803	Salaries - Pro Staff: Media & Communications Coordinato	\$ 59,200	\$ 62,748	\$ 67,467	
613808	16803	Benefits - Pro Staff: Media & Communications Coordinato	\$ 23,680	\$ 25,099	\$ 26,987	
613808	16804	Salaries - Student Assistants	\$ 68,626	\$ 51,361	\$ 58,935	
613808	16804	Benefits	\$ 2,322	\$ 1,850	\$ 2,634	
613808	16804	Benefits - SU SA 12%	\$ 1,269	\$ 614		
613808	16803	Part-time position			\$ 27,300	
613808	16803	part-time position benefits			\$ 10,920	
613808	16803	Salaries - GA	\$ -	\$ 12,445	\$ -	
613808	16803	Benefits - GA 12%	\$ -	\$ 1,505	\$ -	
660842		Student Activities	\$ 1,500	\$ 10,000	\$ 9,000	
660842	10801	Cougar Pride Swag	\$ 10,000	\$ 9,000	\$ 7,000	
660842	10802	ASI Branded Operational Supplies	\$ 8,000	\$ 9,000	\$ 5,000	
660842	10804	MCT Equipment	\$ 15,000	\$ 10,000	\$ 7,000	
660842	10805	Outreach & Volunteer Programs	\$ -	\$ 1,000	\$ 500	
		Total	\$ 202,005	\$ 194,622	\$ 222,743	

Associated Students, Inc of CSUSM

MCT: 2nd media	Rate	Weeks	Hours	Salary	CORP Benefits	CORP Admin 8%
summer	\$15.25	10	15	\$ 2,288	\$ 275	
fall	\$15.50	17	15	\$ 3,953	\$ 158	
winter	\$15.50	2	15	\$ 465	\$ 19	
spring	\$15.50	17	15	\$ 3,953	\$ 158	
Total				\$ 10,658	\$ 609	\$ 901

MCT: 2nd midyear social	Rate	Weeks	Hours	Salary	CORP Benefits	CORP Admin 8%
summer	\$15.25	6	10	\$ 915	\$ 110	
fall	\$15.25	17	15	\$ 3,889	\$ 156	
spring	\$15.50	17	15	\$ 3,953	\$ 158	
Total				\$ 9,214	\$ 442	\$ 772

MCT: 3rd midyear media	Rate	Weeks	Hours	Salary	CORP Benefits	CORP Admin 8%
summer	\$15.75	10	15	\$ 2,363	\$ 284	
winter	\$15.75	2	15	\$ 473	\$ 19	
spring	\$16.00	17	15	\$ 4,080	\$ 163	
Total				\$ 10,931	\$ 182	\$ 889

MCT: 1st midyear social	Rate	Weeks	Hours	Total	CORP Benefits	CORP Admin 8%
summer	\$15.00	6	10	\$ 900	\$ 108	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	
Total				\$ 9,128	\$ 437	\$ 765

MCT: 1st midyear	Rate	Weeks	Hours	Total	CORP Benefits	CORP Admin 8%
summer	\$15.00	10	15	\$ 2,250	\$ 270	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	

Associated Students, Inc of CSUSM

Total \$ 10,478 \$ 599 \$ 886

MCT: 1st social	Rate	Weeks	Hours	Total	CORP Benefits	CORP Admin 8%
summer	\$15.00	2	10	\$ 300	\$ 36	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	
Total				\$ 8,528	\$ 365	\$ 711

Grand Total \$ 58,935 \$ 2,634 \$ 4,926

Dept. ID: 2110 General Student Programs

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	16803	Salaries - Student Organization and Project Specialist	\$ 56,000	\$ 61,703	\$ 50,000	Full-time - hourly - non-exempt
613808	16803	Benefits - Student Organization and Project Specialist	\$ 22,400	\$ 24,681	\$ 20,000	
613808	16803	Salaries - Associate Executive Director	\$ 75,000	\$ 75,000	\$ 95,000	
610838	16803	Benefits - Associate Executive Director	\$ 30,000	\$ 30,000	\$ 38,000	
613808	16803	Salary - Grad Assistant	\$ 12,981	\$ -	\$ 12,540	BOD events and Initiatives Grad Assistant
613808	16803	Benefits - GA 12%	\$ 1,558	\$ -	\$ 1,505	BOD events and Initiatives Grad Assistant
613808	16804	Salaries - Student Assistant	\$ 2,920	\$ 23,740	\$ 30,413	Up to 4 front desk students to cover 40 hrs.
613808	16804	Benefits - SA 4%	\$ 117	\$ 950	\$ 1,454	
660842		Student Activities	\$ -	\$ 700	\$ 700	Front Desk Training
660842	11001	ASI Retreats	\$ 7,500	\$ 20,400	\$ 20,400	
660842	11002	LEAD	\$ 1,500	\$ 1,500	\$ -	
660842	11003	Social Justice Summit	\$ 2,000	\$ 2,000	\$ -	
660842		Volunteer Support			\$ 1,000	Annual recognition, semester team building, and orientation
660842	10706	TLAN		\$ 5,000	\$ 5,000	
660858		LEAP		\$ 1,240	\$ 1,240	
660842		ASI 30 Year Planning		\$ 5,000		
660842		Uniforms		\$ 3,000	\$ 3,000	Standardized ASI uniforms
660842	11004	24/5 Library	\$ 150,000	\$ 150,000	\$ -	Per MOU, funding ended FY 21/22
660842	11007	Sustainability	\$ 15,000	\$ 10,000	\$ 10,000	
		USU Art	\$ -	\$ 3,500	\$ 2,000	
660835		Office Equip/Computers	\$ 12,400	\$ -	\$ 12,400	All IITS charges and Esign Support Charge
		Total	\$ 404,290	\$ 418,414	\$ 304,651	

Associated Students, Inc of CSUSM

Front Desk - First Year	Rate	Weeks	Hours	Total	Corp Benefits %	Corp Admin 8%
summer	\$ 15.50	5	15	\$ 1,162.50	\$ 139.50	
Retreat/Training	\$ 15.00	2	60	\$ 1,800	\$ 216	
fall	\$ 15.00	20	45	\$ 13,500	\$ 540	
spring	\$ 15.50	20	45	\$ 13,950	\$ 558	
Total				\$ 30,413	\$ 1,454	\$ 2,549

BOD Graduate Assistant	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
Fall	\$ 16.50	19	20	\$ 6,270	\$ 752	
spring	\$ 16.50	19	20	\$ 6,270	\$ 752	
Total				\$ 12,540	\$ 1,505	\$ 1,124

Grand total \$42,952.50 \$790.80 \$3,499.46

CSUSM IITS Cost - Technology Items

ASI Computers

Conference Room	1	\$ 300
BOD BOD, 1 staff 5 students, 1 GA, & 1 MCT staff	11	\$ 3,300
1 pantry, 1 CP surface pro Suite front office	7	\$ 2,100
	4	\$ 1,200
	5	\$ 1,500
Digital Signage	1	\$ 300
Esign support		\$ 1,300
Total		37 \$ 12,400

Dept. ID: 2111 Executive Vice President

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
613808	16804	Salaries - SA	\$ 15,098	\$ 15,428	\$ 15,098	
613808	16804	Benefits - SA 4%	\$ 604	\$ 488	\$ 475	
613808	16804	Benefits - SA - Summer 12%	\$ -	\$ 386	\$ 386	
606001		Travel	\$ -	\$ 1,000	\$ 1,000	
660842	11103	Student Emergency Fund	\$ 20,750	\$ 35,000	\$ 35,000	Increase at mid-year if enrollment projections are higher than anticipated
660842	11104	ASI Leadership Fund	\$ 35,000	\$ 25,000	\$ 25,000	Allocating to student orgs and virtual conferences
		TOTAL	\$ 72,708	\$77,302	\$76,959	

Associated Students, Inc of CSUSM

Executive Vice President	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	19	20	\$ 6,270	\$ 251	
spring	\$ 16.50	17	20	\$ 5,610	\$ 224	
Total				\$ 15,098	\$ 861	\$ 1,277

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

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
613808	16804	Salaries - SA	\$ 15,098	\$ 15,428	\$ 15,428	
613808	16804	Benefits - SA 4%	\$ 604	\$ 488	\$ 488	
613808	16804	Benefits - SA - Summer 12%		\$ 386	\$ 386	
613816	16804	Corp Admin charge 8%	\$ 1,256	\$ -	\$ -	
606001		Travel	\$ -	\$ 5,000	\$ 5,000	Limited travel permitted 20/21 and CSSA/CHESS online
660842		Student Activities	\$ 3,500	\$ 3,500	\$ 3,000	NVRD, Elections - increase based on programming
660842	11801	Lobby Corp	\$ 1,000	\$ 1,000	\$ 1,000	
		TOTAL	\$ 21,458	\$ 25,802	\$ 25,302	

Associated Students, Inc of CSUSM

Vice President of Student and University Affairs	Rate	Weeks	Hours	Total	Corp Benefits	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	18	20	\$ 5,940	\$ 238	
spring	\$ 16.50	19	20	\$ 6,270	\$ 251	
Total				\$ 15,428	\$ 875	\$ 1,304

Dept. ID: 2121 University Cost Recovery

Account #	Account Descriptions	20/21 Approved Virtual	21/22 Approved	22/23 Proposed	Notes
613814	University Indirect Cost Recovery	\$ 22,186	\$ 23,537	\$ 42,998	
613814	Business & Financial Services MOU	\$ 96,039	\$ 101,888	\$ 101,887	
	TOTAL	\$ 118,225	\$ 125,425	\$ 144,885	

Dept. ID: 2124 Chief and Chair

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 proposed	Notes
613808	16804	Salaries - SA	\$ -	\$15,428	\$15,428	
613808	16804	Benefits - SA 4%	\$ -	\$ 488	\$ 1,125	
613808	16804	Benefits - Summer - SA 12%		\$ 386	\$ 238	
606001		Travel	\$ -	\$ 1,000	\$ 1,000	Limited travel permitted in 20/21
660842		Student Activitites	\$ 1,500	\$ 1,500	\$ 1,000	BOD Team Development
		TOTAL	\$ 1,500	\$18,802	\$18,790	

Associated Students, Inc of CSUSM

Chief & Chair	Rate	Weeks	Hours	Total	Corp Benefit	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	18	20	\$ 5,940	\$ 238	
spring	\$ 16.50	19	20	\$ 6,270	\$ 251	
Total				\$ 15,428	\$ 875	\$ 1,304

Associated Students, Inc of CSUSM

Dept. ID: 2125 Cougar Pantry

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes
613808	16803	Salaries -Cougar Pantry Coordinator	\$ 39,520	\$ 61,527	\$ 67,467	
613808	16803	Benefits -Cougar Pantry Coordinator	\$ 15,808	\$ 24,611	\$ 26,987	
613808	16804	Salaries -Student Assistants	\$ 43,332	\$ 56,440	\$ 71,190	9 student assistants- 3 first year, 3 second year, and 1 fourth year, 2 CalFresh Specialists (increase to minimum wage to \$15 for all and increase 25 cents for returners)
613808	16804	Benefits - SA 4%	\$ 1,733	\$ 2,170	\$ 5,306	
613808	16804	Benefits - SA - Summer 12%	\$ -	\$ 590		
613816	16803	Corp Admin Charge 8%	\$ 8,031	\$ -	\$ -	
660842		Student Activities	\$ 10,000	\$ 5,000	\$ 3,000	Trainings, uniforms
660842	12502	Food	\$ 20,000	\$ 35,000	\$ -	Reduce on 6/1, awarded SD grant for 22/23
660842	12501	Operations	\$ 5,000	\$ 8,000	\$ 10,000	
660842	12503	Programming	\$ 5,000	\$ 10,000	\$ 5,000	
606001		Travel	\$ -	\$ 3,000	\$ 2,000	Limited travel permitted in 20/21
660842	12504	Van	\$ 7,500	\$ 8,500	\$ 8,500	
		Total	\$ 155,925	\$ 214,838	\$ 199,449	

22-23 Grants

	12513	San Diego Foundation Grant			\$ 35,200	Covered the cost of food
	12514	IRA			\$ 19,000	Funding for 2 Cal Fresh Student Specialist, expenses need to be transferred to IRA

Prior Year Grants (*Fund balances are reflected on the reserves and balances are carried forward to the current year budget.)

	12506	SDFB Refrigerators			\$ 150	Refrigerator cases
	12507	SB85			\$ 52,900	Pantry Expansion
	12510	AB 85			\$ 30,600	CalFresh Outreach Support
		Hello Fresh Boxes			\$ 13,860	

\$ 97,510

Associated Students, Inc of CSUSM

**Pantry Specialist - First
Year with ASI (3)**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
summer	\$ 15.00	4	5	\$ 300	\$ 36.00	
fall	\$ 15.00	21	15	\$ 4,725	\$ 189.00	
spring	\$ 15.50	19	15	\$ 4,418	\$ 176.70	

Total for 1 specialist \$ 9,443 \$ 401.70
Total for 3 specialist \$ 28,328 \$ 1,205.10 \$ 2,362.61

**Pantry Specialist - (3)
Second Year with ASI**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
summer	\$ 15.25	12	10	\$ 1,830	\$ 219.60	
fall	\$ 15.25	19	15	\$ 4,346	\$ 173.85	
spring	\$ 15.50	19	15	\$ 4,418	\$ 530.10	

Total for 1 specialist \$ 10,594 \$ 923.55
Total for 3 specialist \$ 31,781 \$ 2,770.65 \$ 2,764.15

**Pantry Specialist - Third
Year with ASI (1)**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
summer	\$ 15.75	12	10	\$ 1,890	\$ 226.80	
fall	\$ 16.00	19	15	\$ 4,560	\$ 547.20	
spring	\$ 16.25	19	15	\$ 4,631	\$ 555.75	

Total for 1 specialist \$ 11,081 \$ 1,329.75 \$ 992.88

**CalFresh Specialist - (2)
Second Year with ASI**

	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
summer	\$ 15.25	12	0	\$ -	\$ -	
fall	\$ 15.25	19	0	\$ -	\$ -	
spring	\$ 15.50	19	0	\$ -	\$ -	

Total for 1 specialist \$ - \$ -
Total for 2 specialist \$ - \$ - \$ -

Grand Total \$ 71,190 \$ 5,305.50 \$ 6,119.64

Dept. ID: 2126 Festival 78

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
660842	12601	Volunteers	\$ -	\$ 2,000	\$ 2,000	
660842	12602	Marketing	\$ 7,000	\$ 7,000	\$ 5,000	
660842	12603	Promotions	\$ -	\$ 6,000	\$ 4,000	
660842	12604	Production	\$ 40,000	\$ 40,000	\$ 40,000	
660842	12605	Artist/Hospitality	\$ 66,000	\$ 66,000	\$ 69,500	
660842	12606	Activities/Entertainment	\$ 6,000	\$ 7,000	\$ 5,000	
660842	12607	Décor	\$ -	\$ 2,000	\$ 2,000	
660842		Art	\$ -	\$ 1,000	\$ 1,000	
		TOTAL	\$ 119,000	\$ 131,000	\$ 128,500	