



2010-2011 Faculty Student Association Operating Budget

Administrative Office Expenses-Schedule F-1

	<u>2010-2011</u> <u>Budget</u>	<u>2009-2010</u> <u>Budget</u>
<u>Administrative Office Expenses</u>		
Salaries, Wages and Employee Benefits	\$1,304,196	\$1,252,083
Advertising	4,000	2,000
Armored car service	6,300	6,300
Auditing	10,800 a	17,500
Bad Debts	4,000 b	1,000
Computer Services & Systems Maintenance	62,698 b	50,404
Depreciation - Corporate owned	107,272	75,776
Depreciation - Leasehold	22,424	29,472
Dues & Subscriptions	3,000	4,000
Employee Education and Training	2,000	6,000
Employee Recognition	8,000	7,000
Insurance	135,000	133,000
Interest Expense	183,000	217,000
Legal	20,000	25,000
Office Supplies and Expenses	50,000	46,250
Postage	11,000	11,000
Printing	11,000	6,000
Professional Services	56,000 b	50,000
Repairs and Maintenance (Equipment)	10,000	10,000
Service Charges and Bank Fees	30,000	15,000
Tax Return Filing Fees	1,000	1,000
Telephone	11,000	11,000
Travel, Mileage	20,000	18,000
Utilities and Space Use Assessment	19,740 c	14,257
Total Administrative Office Expenses	<u>\$2,092,430</u>	<u>\$2,009,041</u>
<u>Administrative Expenses Allocated to:</u>		
Food Service	\$1,228,771	\$1,286,281
Campus Store	390,086	420,142
Vending	19,504	17,370
D-Summary-Support Services	87,769	114,151
Total Allocated Administrative Expenses	<u>\$1,726,130</u> d	<u>\$1,837,943</u>
Unallocated Administrative Office Expense	<u>\$366,300</u>	<u>\$171,098</u>

Notes:

- a Change in auditors as a result of RFP process.
- b Revised budget amounts based on actual expenses
- c Proportional share of \$125,000 increase in space and utility assessment.
- d Administrative Allocation-Method Used: Allocated to cost centers based on a factored percentage method. Revised calculation.