

## SERVICE & ACTIVITY FEE ANNUAL REPORT

Veterans Center – Programming: \$47,848

*The S&A Committee is committed to joining the administration in supporting veterans. This programming budget is being expanded to cover a portion of the Veteran Outreach Recruiter position's salary that was recently increased due to FLSA changes.*

**Fiscal Year:** FY2020  
**Program Name:** Veterans Center – Programming  
**Manager:** Ruben Cardenas

**Please list any S&A funded positions that have been vacant longer than six (6) months. If any vacancies exist, please explain how you utilized the funds and what your long term plans are for the position.**

We continue to participate in the Washington Department of Veteran Affairs (WDVA) Vet Corps program since September of 2017. As we continue our partnership with the WDVA Vet Corps program we recruit and hire a student employee annually. To participate in this program the host institution is charged a site fee of \$3,000 after we complete the process of applying, contract signatures, and employing the student. The position starts in September and finishes at the end of June. For the 2020-21 year we were able to retain Edwin Torres as our Vet Corps Navigator.

This partnership is being referenced as we have not hired a veteran student coordinator through CWU with S&A funding as we have decided to take this route to fill that position. We plan on adjusting this allocation for future base funding requests.

**Please provide an overview of the student centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.**

Due to COVID-19, we were not able to host our Annual Graduation/SALUTE Induction Ceremony which was scheduled for May 19, 2020. This program consists of inducting students into the SALUTE Veterans Honor Society. In addition, we recognize our graduating student veterans by presenting them with a CWU Veteran Alumni Coin. As a substitute, this year we partnered with the Provost Office to mail out the Veteran Alumni Coins and Veteran Graduation Cords as part of graduation packages that were sent to students. This allowed us to continue to the coin tradition and continued recognition to our successful student veterans.

We also attended via zoom the Westside Graduation Awards Ceremony presenting graduating student veterans with the Veteran Alumni Coin on various dates.

Other events included in the fall of 2019 were the Veterans Welcome Event and RED Week, which is programming that takes place through the week of Veterans Day.

Translating Military Experience Workshop is an event that we partner on with Career Services. This helps our student veterans translate their military experience so that they can maximize their experience as they transition to the workforce.

Our continued goal is to support our students directly and indirectly with the highlighted programming/events by creating veteran awareness on campus. This results in a welcoming/supportive environment for our students.

Our Kognito - Veterans on Campus for Faculty & Staff training was originally purchased with S&A funding. This training provides our faculty/staff a cultural competency training for in relation to student veterans. The original license expired in March of 2020, but luckily our Wellness Center was able to renew the license with alternate funding. This allows us to continue an option for important training for our faculty and staff.

**Please provide a detailed explanation of any fund transfers from one service and activities fund budget to another.**

Not applicable. COVID-19 restricted us from partnering on programs in the spring 20 time frame. There were no fund transfers that took place.

**Please provide an explanation for any positive or negative fund balances at year end.**

Through our participation in the Vet Corps program, we were able to employ a student throughout the year (September-June) saving costs in the student employee allocation.

We experienced turn over in our Veterans Center Outreach Recruiter position on December 31, 2019. This gap in vacancy did create a salary savings for this line item as we went through the search process. We were able to fill the position and had our new staff start on May 1, 2020.

As a result of COVID-19 the remainder of the 19-20 academic year did not allow us to utilize our budget for some of the traditional events we had scheduled for the spring. This also added to the surplus in our budget.

# Service & Activities Base Funding Financial Overview

For the month ended October 31, 2020

Department: Veterans Center

Fund: F:522

As of 11/13/20

	FY21 Actuals + Forecast	FY20 Actuals	FY 19 Actuals	FY18 Actuals
<b>Revenues</b>				
CWU-Sales and Services	0	0	0	(441)
CWU-Allocation (Revenue)	48,242	48,242	48,011	48,011
<b>Total Revenues</b>	<b>48,242</b>	<b>48,242</b>	<b>48,011</b>	<b>47,570</b>
<b>Transfers</b>				
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenses</b>				
CWU-Salary and Wage (Staff)	11,270	9,083	8,018	14,236
<b>Total Salaries</b>	<b>11,270</b>	<b>9,083</b>	<b>8,018</b>	<b>14,236</b>
CWU-Benefits	4,654	3,752	3,326	4,750
<b>Total Salaries &amp; Benefits</b>	<b>15,924</b>	<b>12,835</b>	<b>11,345</b>	<b>18,986</b>
CWU-Goods	840	776	1,700	9,594
CWU-Services	0	0	0	5,000
CWU-Supplies	574	2,622	1,673	37
CWU-Repairs/Maintenance	100	50	100	100
CWU-Program	19,300	3,689	7,498	10,482
Bad Debt	0	0	0	0
<b>Total Goods &amp; Services</b>	<b>20,814</b>	<b>7,137</b>	<b>10,971</b>	<b>25,213</b>
<b>Total Expenses</b>	<b>36,738</b>	<b>19,972</b>	<b>22,316</b>	<b>44,199</b>
<b>Net Resources</b>	<b>11,504</b>	<b>28,270</b>	<b>25,695</b>	<b>3,371</b>
<b>Projected Beginning Fund Balance</b>	<b>78,336</b>	<b>50,066</b>	<b>24,371</b>	<b>21,000</b>
<b>Projected Ending Fund Balance</b>	<b>89,839</b>	<b>78,336</b>	<b>50,066</b>	<b>24,371</b>